Dublin City University - Computer Services Department

Student Records System

Faculty Administration Function Set

User Manual

If you experience any problems operating the system, please contact the Computer Services Helpdesk on Ext: 5007, or e-mail the Helpdesk at Helpdesk@dcu.ie

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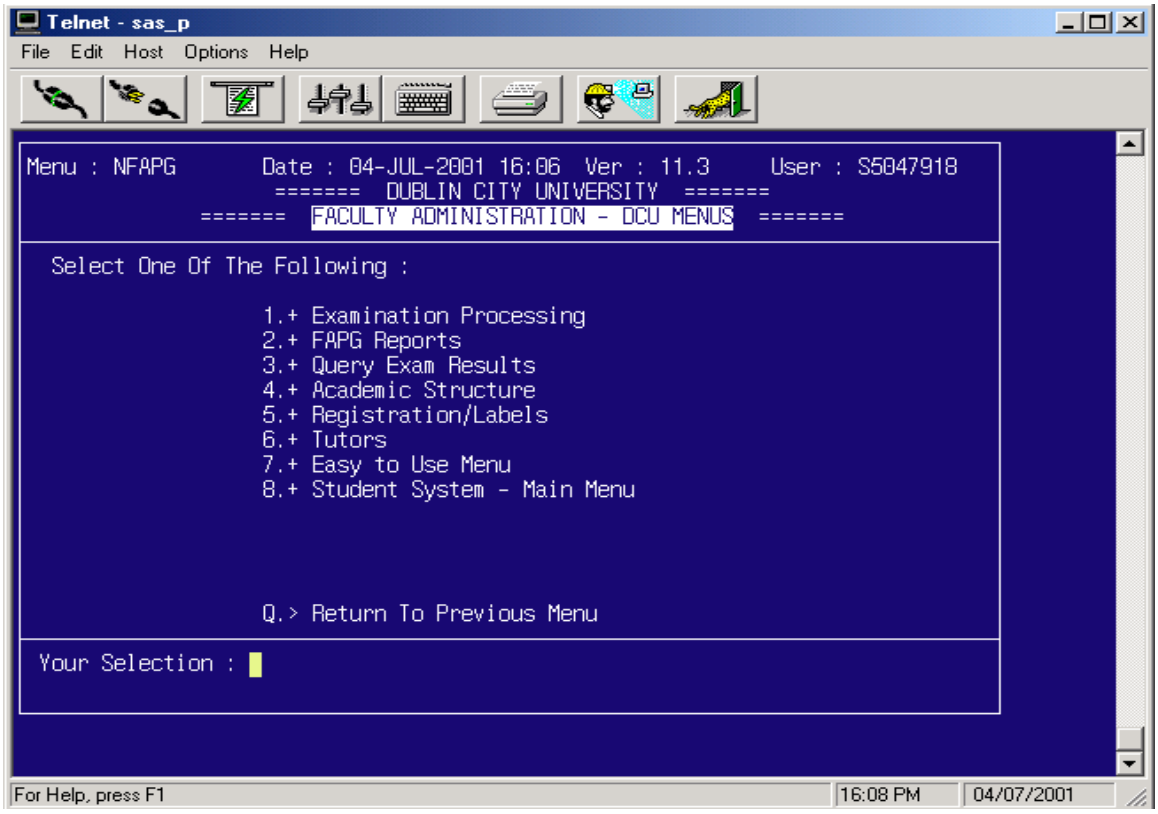
Section 1 - Logging on to the System

1. Using your mouse, double click with the Left button on the ITS system icon on your desktop. Alternatively double click on the Telnet icon on your desktop, select 'sas_p' or 'Maurs' and click on the Connect button.
2. When prompted enter, in lowercase, your user name and password, and press return. You will then be asked to supply your Student System password, enter your password and press the return key. Press the return key in response to the question 'Do you wish to change your password:'. The following menu is then automatically displayed:


Telnet - sas_p
File Edit Host Options Help
Menu : NFAPG Date : 04-JUL-2001 16:06 Ver : 11.3 User : S5047918
DUBLIN CITY UNIVERSITY
FACULTY ADMINISTRATION - DCU MENUS
Select One Of The Following :
1.+ Examination Processing
2.+ FAPG Reports
3.+ Query Exam Results
4.+ Academic Structure
5.+ Registration/Labels
6.+ Tutors
7.+ Easy to Use Menu
8.+ Student System - Main Menu
Q.> Return To Previous Menu
Your Selection :
For Help, press F1
16:08 PM
04/07/2001
Fig. 1

Where a users is presented with a different menu on log-on, you can navigate to this menu, or any other menu by entering '/' followed by the menu name at the 'Your Selection' prompt, and pressing the enter key., e.g./NFAPG .

A specific function set, FAPG, contains all of the options regularly used by Faculty Staff. Within the menu system set up for this function set related functions have been group under appropriate heading, e.g. all functions relating to the processing of Examination Results are group under Menu: NEXAM. This menu can also be accessed via menu NFAPG, Option 1.

Across the ITS Student System the following notations is used in respect of menu options:
'+' - indicates that the selection of this option takes the user to another menu;
' >' - indicates that a user has Update access to a function;

‘<’ - indicates that a user has Select access to a function, i.e. the user can only view information; and
‘ #’ - indicates that a user does not have access to a function.

Appendix 1 contains details of the Keyboard Mapping relevant for the Student System.

Section 2 - Menu: NEXAM - DCU Examination System

Processing of Examination Result

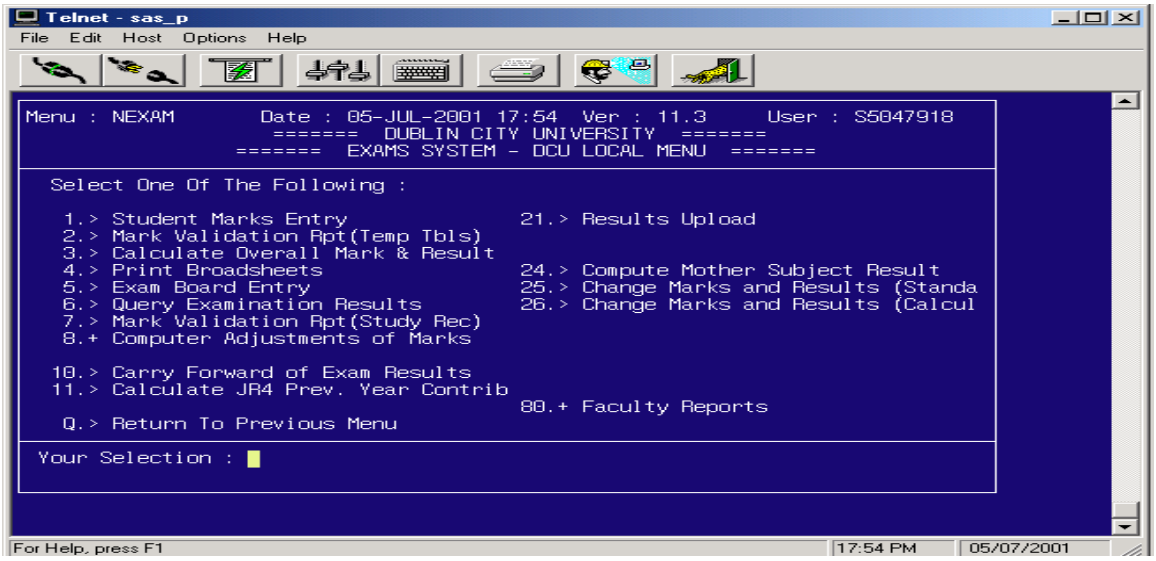
Prior to the entry of Student Marks for Examinations or Continuous Assessments a number of functions must first be run by the Registry:

1) The Exam Granted flag on a student's subject/module record must be set to 'Y', i.e. they must be admitted to do an examination {Menu: NRESQRY/Option 6 to check}. This function is run by the Examinations Office, Registry, prior to the Examinations.

2) **The System Cycles for the entry of Examination Results for the Year, Examination Month and Offering Type must be open {Menu: SMNT, Option 2, Block 2} before a user can use any of the functions that update examination results.**

3) For Semester 1 Examinations, and the Repeat Examinations in Autumn, the Carry Forward function must be run {Menu: NEXAM. Option 10}. This carries forward, from a previous academic year or diet of examinations, either a Continuous Assessment Mark or an Examination Mark for a student who has a result code FI (Illness), F0 (Deferred), FQ (Failed an Examination Component), FW (Failed a Coursework element), or FX (Fail: Absent from Exam (DNP)). The rules governing the Carry Forward function are covered in more detail in Appendix 6.

4) The temporary tables are then populated using Menu: NSLOC1, Option 23. This creates records on the temporary table for all students registered for a particular module for the Exam month and year entered.


Telnet - sas_p
File Edit Host Options Help
Menu : NEXAM Date : 05-JUL-2001 17:54 Ver : 11.3 User : S5047918
DUBLIN CITY UNIVERSITY
EXAMS SYSTEM - DCU LOCAL MENU
Select One Of The Following :
1.> Student Marks Entry
2.> Mark Validation Rpt(Temp Tbls)
3.> Calculate Overall Mark & Result
4.> Print Broadsheets
5.> Exam Board Entry
6.> Query Examination Results
7.> Mark Validation Rpt(Study Rec)
8.+ Computer Adjustments of Marks
10.> Carry Forward of Exam Results
11.> Calculate JR4 Prev. Year Contrib
Q.> Return To Previous Menu
21.> Results Upload
24.> Compute Mother Subject Result
25.> Change Marks and Results (Standa
26.> Change Marks and Results (Calcul
80.+ Faculty Reports
Your Selection :
For Help, press F1
17:54 PM
05/07/2001

When all of these activities are correctly completed, results can then be entered for the required Year/Month combinations using menu: NEXAM.

NB: Detailed instructions regarding the downloading of Marksheets from the DCU Web site are included in Section 3, Page 6.XX. Instructions on printing Marksheets fron the

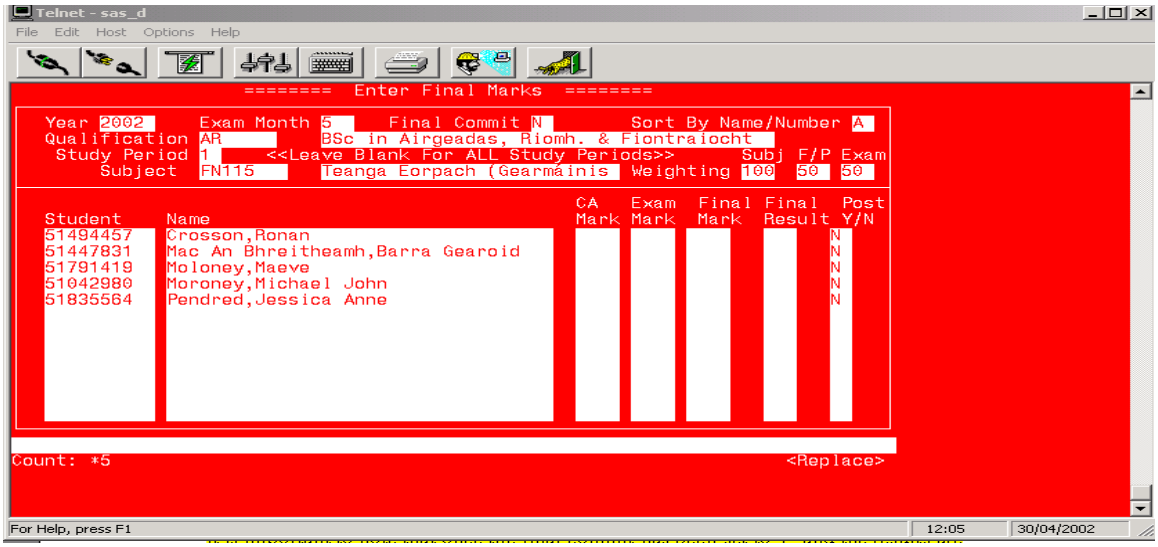
DCU Web page are included in the Appendix, or alternatively at :
http://www.dcu.ie/internal/staff/marks/markex.html

Option 1 - Student Marks Entry

Block 1 (Top section of the screen)

To enter results for students registered for a particular module, the user must first enter the selection criteria for the required Examination, Qualification and module combination, as follows:

- ***Year.*** Enter the Academic Year for which results will be entered.
- ***Exam Month.*** Enter the exam month which is applicable e.g. 1(Semester 1 Examinations) , 5 (Semester 2 Examinations), or 8 (Autumn Examinations).
- ***Final Commit***. Final Commit should be set to N initially until all results have been entered and final changes made. Once final changes have been completed, this should be re-set to Y before committing (saving) the results.
- ***Sort By Name/Number***: This allows the user to specify how the students should be listed in Block 2, i.e. Alphabetically by surname, firstname or Numerically by student number. For modules that are part of the Anonymous Marking pilot, users should select 'U' for a numeric sort.
- ***Qualification***. Enter the relevant qualification code. Where a list of valid codes exists on the system, <LIST> is displayed at the bottom right hand side of the screen. By pressing the Home key the user can display and select a valid option from the list.
- ***Study Period***. Enter the required period of study, e.g. 1 – First Year, X – Exchange Students.
- ***Subject***. Enter the required module/subject code, e.g. CA558. Again, if you are unsure of the subject/module code, pressing the Home key will list all the valid module/subject code for the qualification entered. On entering a subject/module code the system displays the Module/Subject weight, the Continuous Assessment weight and the Examination Weight.


Telnet - sas_d
File Edit Host Options Help
======== Enter Final Marks ========
Year 2002 Exam Month 5 Final Commit N Sort By Name/Number A
Qualification AR BSc in Airgeadas, Riomh. & Fiontraiocht
Study Period 1 <<Leave Blank For ALL Study Periods>> Subj F/P Exam
Subject FN115 Teanga Eorpach (Gearmáinis Weighting 100 50 50
Student Name CA Mark Exam Mark Final Mark Final Result Post Y/N
51494457 Crosson,Ronan N
51447831 Mac An Bhreitheamh,Barra Gearoid N
51791419 Moloney,Maeve N
51042980 Moroney,Michael John N
51835564 Pendred,Jessica Anne N
Count: *5 <Replace>
For Help, press F1
12:05
30/04/2002

Press the 'Page Down' key to move to the second block on the screen, and to bring up all the students registered for the Examination, Qualification, Period of Study and Module combination entered.

Block 2 (Lower section of the screen)

1. Using the tab or return key, the user can move across to the required field for mark and/or result code entry.

2. Enter the marks/result codes as appropriate. Pressing the Enter key, moves the user to the next field within the same student record. If you wish to enter the final marks for all students, use the ↓ key to move to the final marks field for the next student. Pressing the ↑ key bring you to the final marks field for the previous student.

3. The system automatically calculates the 'P', Pass, or 'F', Fail, result code based on the marks entered and the information entered in the Calculation Criteria Subj./Qual option {Menu: SSTUD3/ Option 2}.

   Codes such as: FW(Failed a Coursework element), FQ (Failed an Examination element), FX(Fail:Absent From Exam (DNP)), FI(Certified Illness), and F0(Deferred) have to be manually entered by the user. A list of valid result codes, which can be used at Subject or Qualification level, can be found in the Appendix 7.

   To enter a **Pass or Fail Code ONLY,** enter 'P' or 'F' into the Result Code field. Where a P or F exists in a result field and the Final mark is blank, P or F will be output on the Broadsheet for the module.

4. When all results have been entered, press the commit key, * key on the top row of the numeric keypad, to save the results entered to the temporary table.

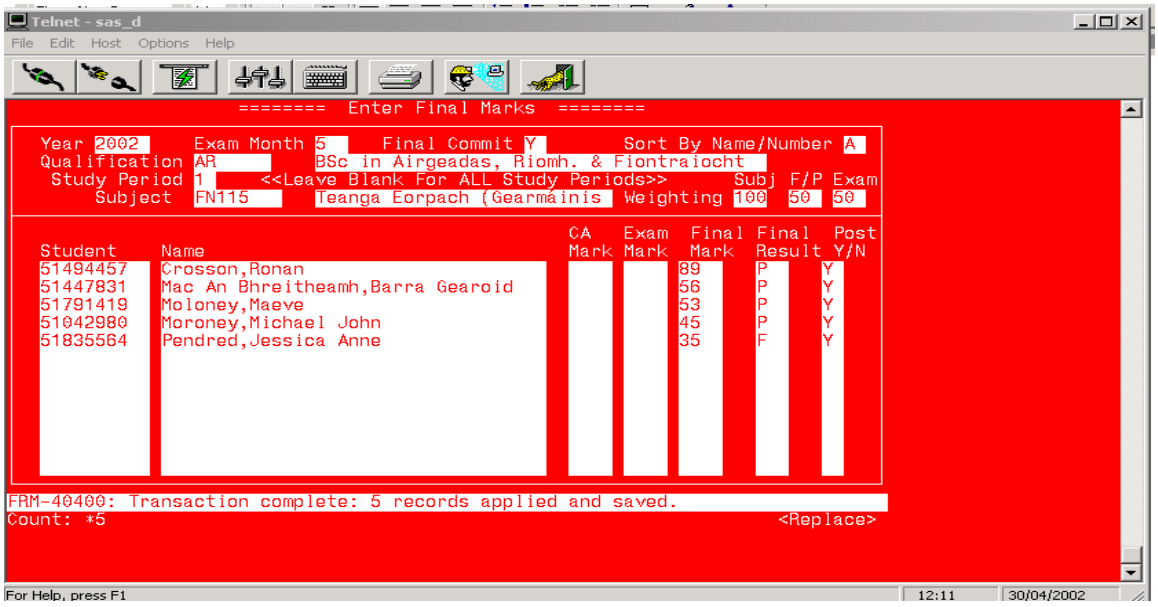
5. Press the exit key (-(minus) key on the top row of the numeric keypad), to return to the menu.

6. Once results have been committed, i.e. saved, they can be viewed, amended, or added to by going through steps 1 to 5 again.

Finally Committing Results

To finally commit all the results for a particular subject/module to the students' study records, take option 1 from menu: NEXAM, as before. Change the value in the Final Commit field to 'Y' and use the Page Down key to bring up all the results entered. Commit the results by pressing the * key. On successful commit the results the system outputs the following message: '*Transaction complete: 99 records applied and saved'*, and the Post Y/N flag changes to Y. '*99*' indicates the number of records applied and saved.

It is important to note that once the final commit has been set to Y, and the results are committed, the students' study records are then updated and no changes can be made to these results using this option.

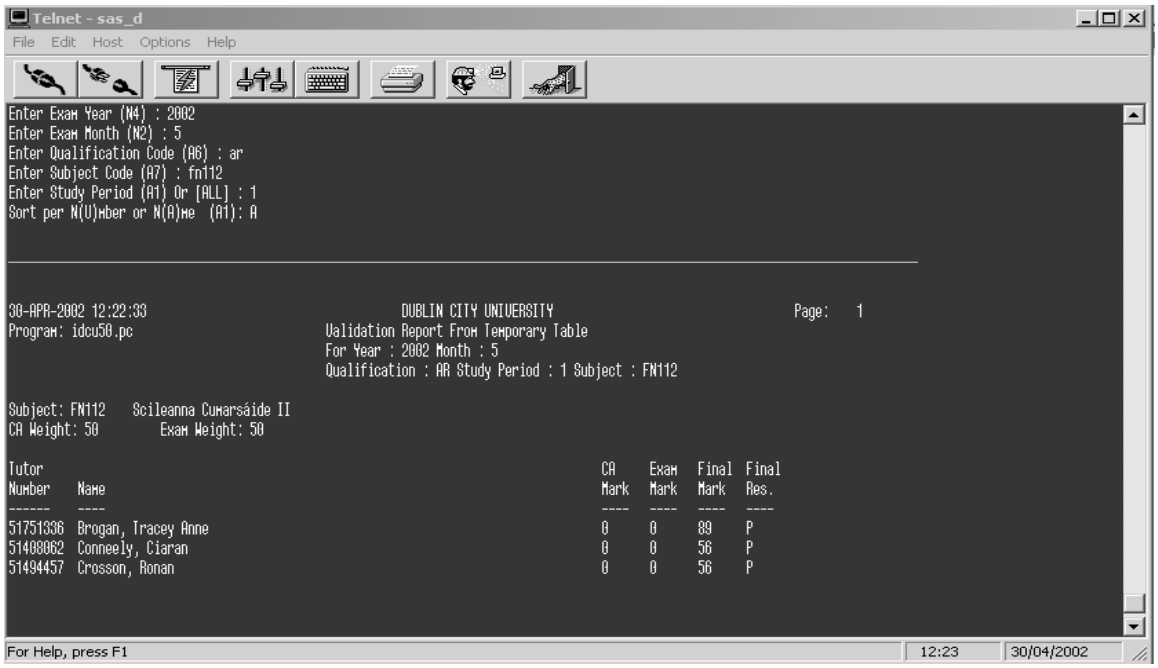

Telnet - sas_d
File Edit Host Options Help
======== Enter Final Marks ========
Year 2002 Exam Month 5 Final Commit Y Sort By Name/Number A
Qualification AR BSc in Airgeadas, Riomh. & Fiontraiocht
Study Period 1 <<Leave Blank For ALL Study Periods>> Subj F/P Exam
Subject FN115 Teanga Eorpach (Gearmáinis Weighting 100 50 50
Student Name CA Mark Exam Mark Final Mark Final Result Post Y/N
51494457 Crosson,Ronan 89 P Y
51447831 Mac An Bhreitheamh,Barra Gearoid 56 P Y
51791419 Moloney,Maeve 53 P Y
51042980 Moroney,Michael John 45 P Y
51835564 Pendred,Jessica Anne 35 F Y
FRM-40400: Transaction complete: 5 records applied and saved.
Count: *5
<Replace>
For Help, press F1
12:11
30/04/2002

Option 2 - Mark Entry Validation Report (Temp Files)

The Mark Validation report can be run to the screen, or to a printer, depending on the destination selected, and will show the results entered onto the temporary table using Option 1. To generate the report the user is prompted for a number of parameters as follows:

- ***Exam Year***. Enter the Academic Year for which results are being entered, e.g. 2000
- ***Exam Month.*** Enter the Exam Month for which results are being entered, e.g. 1 (Semester 1), 5(Semester 2), or 8(Autumn Repeats)
- ***Qualification Code.*** Enter the Qualification Code for which the report is required, e.g. AR. A list of valid Qualification Codes is included in the Appendix.
- ***Subject Code.*** Enter the subject/Module Code for which the report is required, e.g. FN113.
- ***Study Period***. Enter the Year of Study for which the report is required, and which is valid for the Qualification entered, e.g. 1 – Year 1, or All – for all periods of study.
- ***Sort per N(U)mber or N(A)me (A1):*** This allows the user to specify whether the report should be sorted alphabetically by Student Surname and Firstname, or numerically by student number. Reports for modules that are part of the Anonymous Marking should be sorted numerically.

The validation report can then be used to check the marks entered against the originating mark sheets. It is recommended that this report be run prior to running the final commit.


Telnet - sas_d
File Edit Host Options Help
Enter Exam Year (N4) : 2002
Enter Exam Month (N2) : 5
Enter Qualification Code (A6) : ar
Enter Subject Code (A7) : fn112
Enter Study Period (A1) Or [ALL] : 1
Sort per N(U)mber or N(A)me (A1): A
30-APR-2002 12:22:33 DUBLIN CITY UNIVERSITY Page: 1
Program: idcu50.pc Validation Report From Temporary Table
For Year : 2002 Month : 5
Qualification : AR Study Period : 1 Subject : FN112
Subject: FN112 Scileanna Cumarsáide II
CA Weight: 50 Exam Weight: 50
Tutor Number Name CA Mark Exam Mark Final Mark Final Res.
51751336 Brogan, Tracey Anne 0 0 89 P
51408062 Conneely, Ciaran 0 0 56 P
51494457 Crosson, Ronan 0 0 56 P
For Help, press F1
12:23
30/04/2002

Option 3 - Calculate Overall Mark and Result

Option 3 on the NEXAM menu should only be run by the senior staff within the faculty office, and only after all the results have been finally committed.

The Calculate Overall Mark and Result option calculates the Overall Mark, the Overall Result Code and the Precision Mark for students for a particular Module, Qualification and Academic Year, according to the rules agreed for each programme. These rules are detailed in the Appendix 5.

The following are the parameters which must be entered to calculate the student's overall marks and result code:

- ***Academic Year***. e.g. 2000
- ***Exam Month***. Enter the relevant examination month, or press the Enter key to accept the default value of ALL. If all is selected the calculation program will take into account results from all diets of examinations in that academic year.

- ***Offering Type.*** Enter the relevant offering type, e.g. 01 for all full time students, or press the Enter key to accept the default value of ALL.
- ***Study Period.*** Enter the Period of Study required, e.g. 1 for Year 1, or press the Enter key to accept the default value of ALL.
- ***Faculty Code***. Enter the required Faculty Code, e.g. 6000 for Computer Applications, or press the Enter key to accept the default value of ALL.
- ***Department Code***. Enter the required Department Code, or press the Enter key to accept the default value of ALL.

- ***Qualification Code:*** Enter the required Qualification Code.
- ***Campus Code****:* Press the Enter key to accept the default value of ALL.
- ***Student Number.*** If you are running this option for one student, enter the required student number, or press the Enter key to accept the default value of ALL (All Students).
- ***Print Original Values Of Overall Mark, Results [Y]es / (N)o***:If you wish to keep an audit of changes made to the overall marks and results, you should press the Enter key to accept the default value of Y. Otherwise enter N, and press the Enter key for no report to be output. If in doubt take the default option of Y.
- ***Sort Students [A]lphabetical Or (N)umericaly*** *:* If you wish to sort the student alphabetically by student name, press the Enter key to accept the default option of A. Otherwise enter N to sort the students by Student Number.
- ***Is This A [T]rial Or (U)pdate Run.*** Press the Enter key to select the default value of T for Trial. This will only generate a report that will list all the changes that would be made should the Update option be selected. To run the Update, enter U and press the Enter key. This updates the students' Overall marks, Overall Result Codes and Precision marks.

A sample of this report is included in the Appendix 8.

Note: When entering the selection criteria for any report on the ITS system, the values in the square brackets, [ ], are the default values. If you press the Enter key without entering any value at the selection prompt, the system assumes you are selecting the default value, i.e. the value in square brackets. If no value is listed in [ ] then no default is available and a value must be entered for the report to generate correctly.

Option 4 - Print Broadsheet

The Print Broadsheet option in the NEXAM menu lists on a broadsheet all students for a particular Qualification and Period of Study, and includes the student ID Number, Name, Modules Results and Overall Qualification Mark and Result Code. **This is a report program and does not do any calculations in respect of overall Marks or Results**.

The results detailed on this report are those from the students' Study Records. There are a number of criteria that must be entered for the broadsheet to be generated correctly, including:

- ***Enrollment Year****:* Enter the year the Broadsheet is required for, e.g. 2000.
- ***Faculty Code Or [ALL]:.*** Enter the Faculty Code for which the Boardsheet(s) is required, or press the Enter key to accept the default value of ALL.
- ***Department Code Or [ALL*]:** Enter the Department Code for which the Boardsheet(s) is required, or press the Enter key to accept the default value of ALL.
- ***Qualification Code****:* Enter the Qualification Code for which the Boardsheet is required, e.g. AR.
- ***Study Period Or [ALL]:*** Enter the required Study Period, or press the Enter key to accept the default value of ALL.
- ***Enter First Offering Type to Include Or [ALL] :*** Enter to Offering Type to Include, e.g. 01 – Full Time or press return to select the default option of ALL**.**

- ***Enter First Offering Type To Exclude Or <ENTER> To Continue:*** When ALL is selected for the previous prompt the user can then exclude one or more offering types by entering the code here.
- ***First Exam Month To Include Or [ALL]:*** Enter the appropriate Examination Month, e.g. 1 for Semester 1 Examination (January), etc. or press the Enter key to accept the default value of ALL.
- ***Exam Month To Exclude Or <ENTER/RETURN> To Continue*** *:* This prompt will only be displayed is the default value of All is entered for the previous prompt. If you have entered all, and wish to exclude Autumn Repeats, then 8 (August) should be entered here. If you do not wish to exclude any Exam Month, press the Enter key to continue.
- ***Should Graduate Students Be Included [Y]es / (N)o***:. This option allows you to include or exclude students who have graduated within the calendar year entered for option 1. Press the Enter key to accept the default value of Yes, to include the graduates, or enter N, to exclude students who have graduated earlier in the year.
- ***Include Results From Previous Years (Y)es / [N]o****:* If you wish to include results from previous years, i.e. same qualification and period of study but difference academic years, enter Y and press the Enter key. Otherwise by pressing the Enter key only, the default value of No is selected.
- ***Include Previous Study Period (Y)es / [N]o****:* If you wish to include results from a previous study period, i.e. same qualification and current period of study -1, enter Y and press the Enter key. Otherwise by pressing the Enter key only, the default value of No is selected.
- ***Use Results of Normal Examinations Only [Y]es / (N)o*****:** The default Y should be accepted in respect to this prompt. This is used to include/exclude results entered for students who have cancelled a module. The default Y excludes such students from the Broadsheet.
- ***Order Students per [M]erit, Strictly (A)lphabetical or N(U)mber (M/A/U) :*** This allows the user to print the students on the Boardsheet in Order of Merit, Alphabetically based on Student Name, or Numerically based on the Student Numnber. Press the Enter key to accept the default value of M – Merit, or enter your choise of A or U, and press the Enter key.
- ***Print Subject Code Only in (H)eading or [S]eperate (H/S):*** Accepting the default value of S in this option, prints the Module Codes, Descriptions, weightings and ECTS credits in the header on each page and in a separate sheet at the end of the Broadsheet report. If H is entered the Module information will only print in the header of each page.
- ***Print Signing Sheet? [Y]es / (N)o / (O)nly****:* This option allows the user to include (Y) or exclude (N) a Signing sheet as part of the Boardsheet report, or only print a Signing sheet (O). The default value for this option is Y.

A sample Broadsheet Report is included in the Appendix 8.

The report also includes a superscript, where appropriate, that prints beside the result for a particular module. This superscript indicates the number of times a student has attempted an examination in that module. The following Alphabetical characters are also used on the broadsheet:

A – Indicates that a student was Absent from an examination;
D – D is output where the results for a student are deferred;
E – Indicates that a student has an Exemption for the module;
M – Missing marks – no marks entered for a module although marks were expected;

P – Where a student has passed a module and only a final result of 'P' has been entered, i.e. no final mark;
F - Where a student has failed a module and only a final result of 'F' has been entered, i.e. no final mark.

A combination of results and alphabetical characters are also used as follows:

99X – Where 99 is the Continuous Assessment Mark and X indicates that the student has failed the Examination Component (Result Code of FQ).
99W – Where 99 is the Examination Mark and W indicates that the student has failed the Coursework Element (Result Code of FW).
99C – Where 99 is the Final Mark and C indicates that the student has a Pass by Compensation (Result Code of P4).

Option 5 - Exam Board Entry

The Exam Board Entry function is used to update/amend marks and results after they have been committed to the study record. This option is used particularly to record changes agreed by the internal and external Progression and Award Boards.

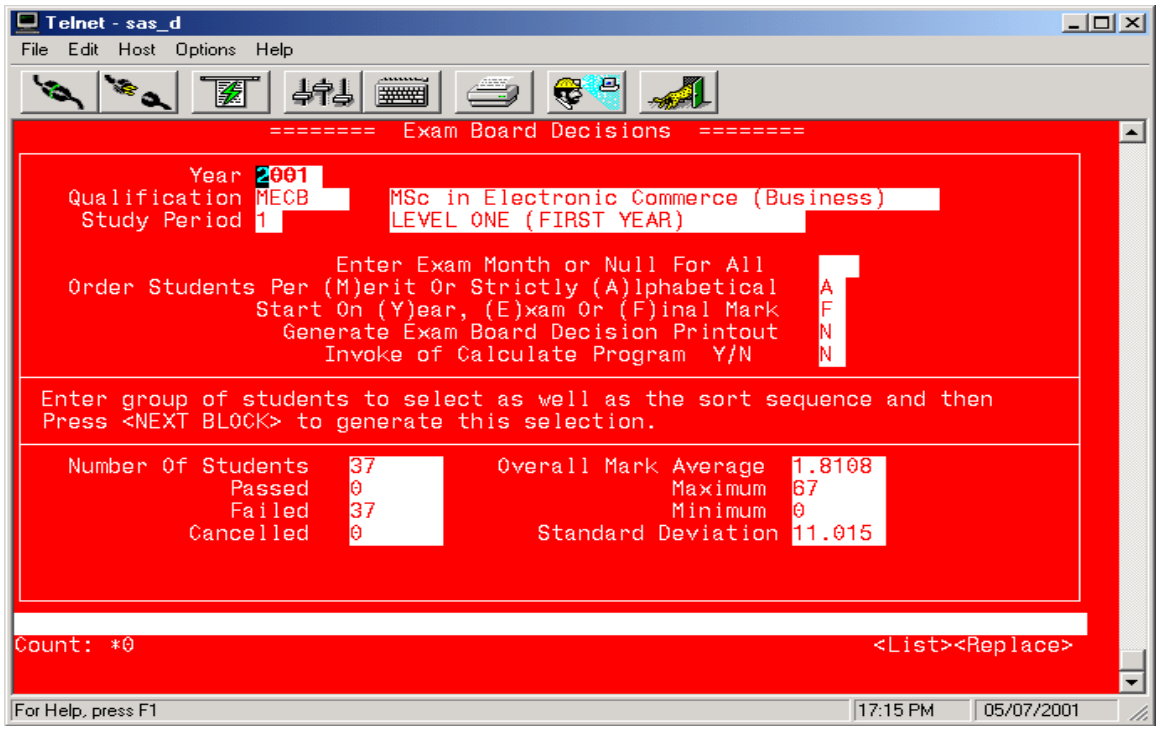
The Exam Board Entry function has two screens. Screen 1 is a summary screen for the Programme of Study and includes some statistical information. Screen 2 details all results for each individual student.

Screen 1

Screen 1 requires the user to enter the following details:

- ***Year.*** The academic year you wish to view/amend results for.
- ***Qualification***. The qualification or Program of study you wish to view result for.
- ***Study Period.*** The Period of Study you wish to view result for.
- ***Exam Month.*** Enter the Examination Month you wish to view results for, or leave blank by pressing the enter key if you wish to view all results.
- ***Student Order.*** Enter 'M' is you wish to view the students in Merit order, or press the enter key to accept the default of 'A' if you wish to view alphabetically.
- ***Generate Printout.*** Enter 'Y' if you wish to generate the Exam Board Decision Printout, or press the enter key to accept the default value of 'N' – no printout.
- ***Invoke Calculate Program.*** Enter 'Y' if you wish to calculate program to be invoked so that the overall marks and results are automatically re-calculated when module marks/results are updated. Enter 'N' if you do not want the overall marks/results to be re-calculated when module marks/results are amended.

If you wish to accept the default values for parameters 4 to 7 inclusive and go straight to the Invoke prompt, hit the down arrow key when in the Exam Month field.


Telnet - sas_d
File Edit Host Options Help
======== Exam Board Decisions ========
Year 2001
Qualification MECB MSc in Electronic Commerce (Business)
Study Period 1 LEVEL ONE (FIRST YEAR)
Enter Exam Month or Null For All
Order Students Per (M)erit Or Strictly (A)lphabetical A
Start On (Y)ear, (E)xam Or (F)inal Mark F
Generate Exam Board Decision Printout N
Invoke of Calculate Program Y/N N
Enter group of students to select as well as the sort sequence and then
Press <NEXT BLOCK> to generate this selection.
Number Of Students 37
Passed 0
Failed 37
Cancelled 0
Overall Mark Average 1.8108
Maximum 67
Minimum 0
Standard Deviation 11.015
Count: *0
<List><Replace>
For Help, press F1
17:15 PM
05/07/2001

On entering the Study Period, some Statistics in respect of the Academic Year/Program of Study/Study Period entered are displayed at the bottom of the screen including:

Number of Students registered for the Program/Study Period in that year;
Number of Students who Passed;
Number of Student who Failed;
Number of Students who Cancelled;
The Overall Average Mark;
The Maximum Overall Mark;
The Minimum Overall Mark; and
The Standard Deviation.

Hit the Page Down key to bring you up the individual student results (Screen2).

Screen 2

Screen 2 is divided into two blocks. To move between the two blocks use the Page Down and Page Up keys. To move from Student to Student use the arrow keys, ↓ and ↑. **Please note you must be in the top block to move between student records.**

Block 1 (Top section of screen) details the Student ID and Name, the Overall Mark, Result Code and Precision Mark. It also includes the original Overall Mark, Result Code and Precision Mark. The two sets of marks/result code fields will differ where a result/mark has been updated.

Block 2, move to this block by using the Page Down key, details the following:

- Subject/Module Code;
- Subject/Module description;
- Offering type, e.g. 01 for Full Time, 02 for Part Time;

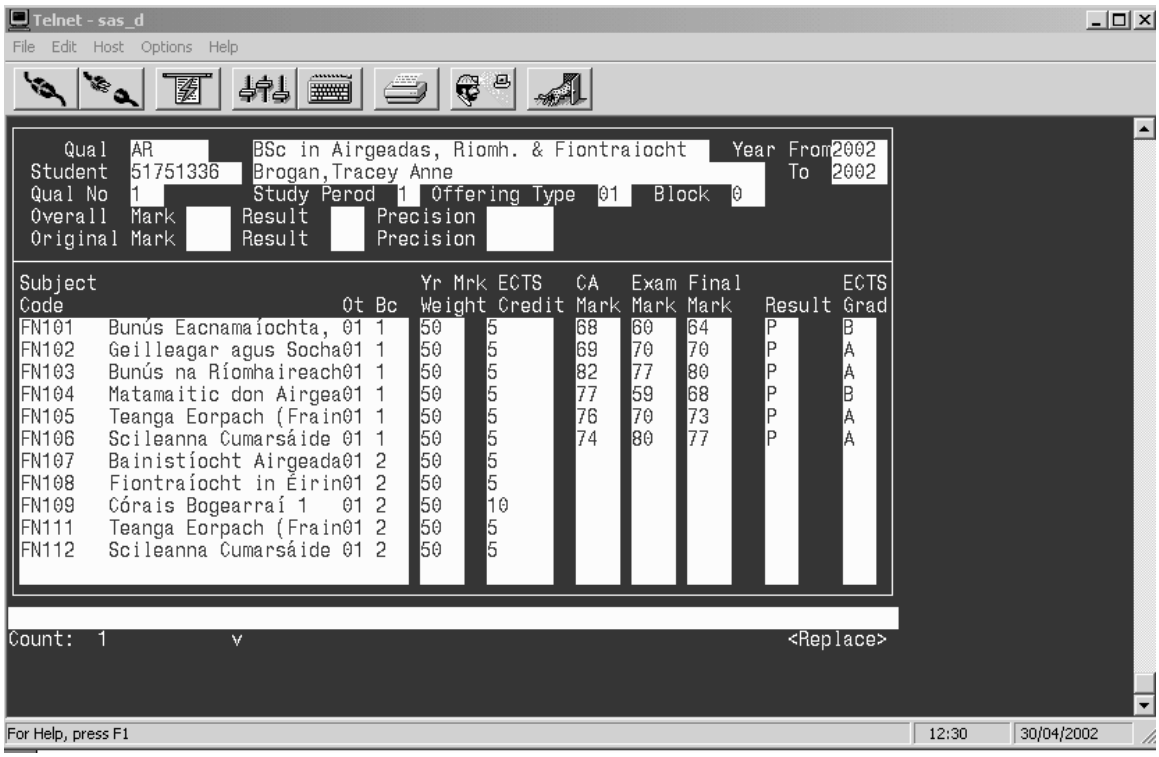
- Block Code, i.e. 0 for Year Long, 1 for Semester 1, 2 for Semester 2 and 8 for Autumn Repeats;
- Year Mark Weight – Weight for Continuous Assessment component of module;
- ECTS Credit - European Credit Transfer System value for module
- CA Mark – Continuous Assessment Mark;
- Examination Mark;
- Final Mark;
- Final Result Code; and
- ECTS Grade.

Amending Marks and Results

Amending Overall Mark/Overall Result/Precision Mark

To amend the student's overall mark/result code, move the cursor to the appropriate field in block 1 using the tab or return key. Enter the new mark/result code as appropriate. Where the overall mark is amended and the Enter key pressed, the Overall Result is re-calculated and if appropriate a new Result Code is displayed. To save any changes to Overall Marks/Results press the Commit (*) key. The following message is then displayed at the bottom of the screen – 'FRM-40400: Transaction complete: 1 records applied and saved.'

Note: Subject Weightings cannot be amended using this function. Subject weights are maintained by Registry and any changes should be notified to them.


Telnet - sas_d
File Edit Host Options Help
Qual AR BSc in Airgeadas, Riomh. & Fiontraiocht Year From 2002
Student 51751336 Brogan,Tracey Anne To 2002
Qual No 1 Study Perod 1 Offering Type 01 Block 0
Overall Mark Result Precision
Original Mark Result Precision
Subject Code Ot Bc Yr Mrk Weight ECTS Credit CA Mark Exam Mark Final Mark Result ECTS Grad
FN101 Bunús Eacnamaíochta, 01 1 50 5 68 60 64 P B
FN102 Geilleagar agus Socha 01 1 50 5 69 70 70 P A
FN103 Bunús na Ríomhaireach 01 1 50 5 82 77 80 P A
FN104 Matamaitic don Airgea 01 1 50 5 77 59 68 P B
FN105 Teanga Eorpach (Frain 01 1 50 5 76 70 73 P A
FN106 Scileanna Cumarsáide 01 1 50 5 74 80 77 P A
FN107 Bainistíocht Airgeada 01 2 50 5
FN108 Fiontraíocht in Éirin 01 2 50 5
FN109 Córais Bogearraí 1 01 2 50 10
FN111 Teanga Eorpach (Frain 01 2 50 5
FN112 Scileanna Cumarsáide 01 2 50 5
Count: 1 v <Replace>
For Help, press F1
12:30
30/04/2002

Amending Module/Subject Marks/Results

Page Down will bring the user to the lower half of the screen where marks and results can be amended. **Care should be taken when entering/amending marks/results at this level as, once the mark/result is entered, and you exit the field using ANY key stroke, e.g. Tab key, Return key or Enter key, and 'Y' was entered to the Invoke Calculation Program prompt, the mark is IMMEDIATELY updated, and, where relevant, the overall mark and result is re-calculated based on the rules specified**. A copy of these rules is included in the Appendix 5.

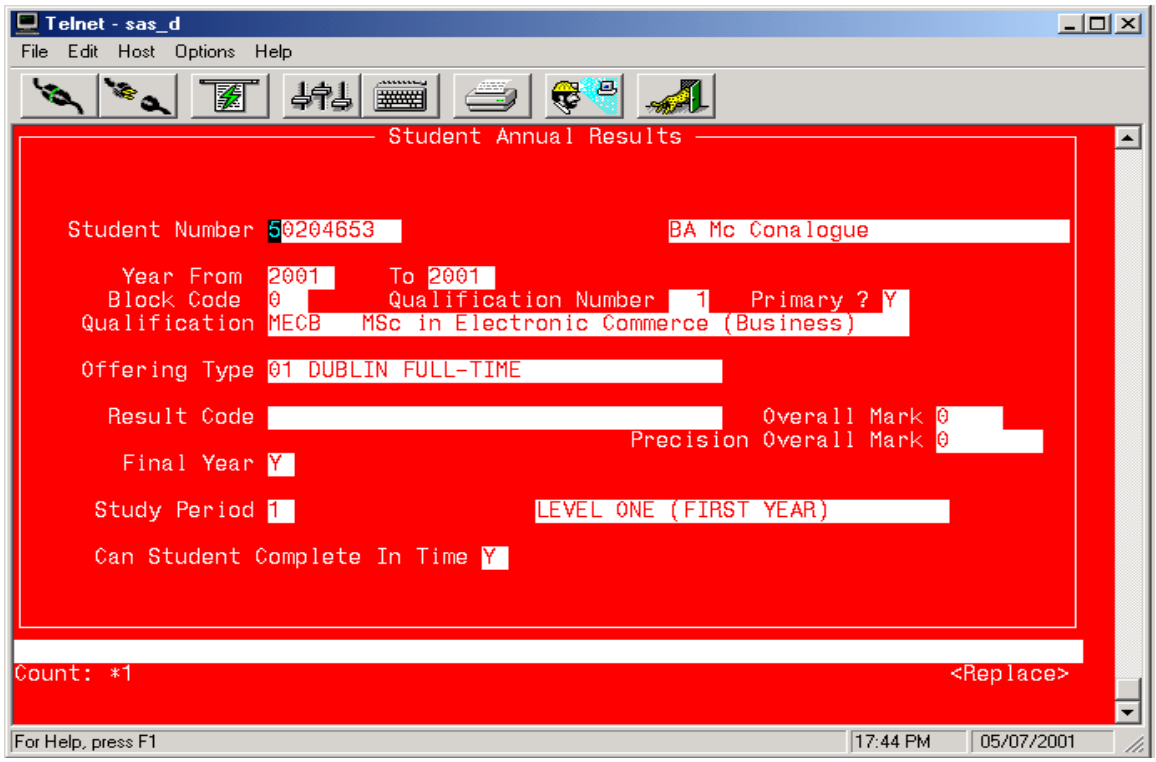
Hit the – (minus) key of the numerical pad to exit from the option.

Option 6 - Query Examination Results

Option 6 on the NEXAM menu allows the user to query a specific student's, or group of students', examination results. Press F11 to enter query mode. The following message is then displayed at the bottom of the screen – 'Enter a query; press F12 to execute, PF4 to cancel.'. The minimum criteria that must be entered for a query is From Year, To Year and Qualification Code to view the results for a group of students, or Student Number, From Year, To Year and Qualification Code to view results for a particular student.

- ***Student Number****:* If you wish to view the results for a particular student enter the student number, otherwise leave blank.
- ***Year From.*** Enter the academic year you wish to view results for, e.g. 2001
- ***To.*** As DCU academic years only span one year this value should be the same as the value entered for Year From prompt, i.e. 2001
- ***Qualification****:* If you wish to view the result for a group of students taking the same programme of study enter the required Qualification Code. Note - this field must be entered if the Student field is blank.

All other fields are optional, and need only be entered if you wish to narrow down the query/search. For example to enter a query for all students of the 1999 CA2 program who have a final result of P (Passed), 1999 would be entered in the calendar year field, CA in the Qualification field, 2 in the Study Period field and P in the Result Code field. Press F12 to execute the Query, and the system bring back the result. To scroll from one record to the next, use the arrow keys - ↑ and ↓.


Telnet - sas_d
File Edit Host Options Help
Student Annual Results
Student Number 50204653
BA Mc Conalogue
Year From 2001 To 2001
Block Code 0 Qualification Number 1 Primary ? Y
Qualification MECB MSc in Electronic Commerce (Business)
Offering Type 01 DUBLIN FULL-TIME
Result Code
Overall Mark 0
Precision Overall Mark 0
Final Year Y
Study Period 1 LEVEL ONE (FIRST YEAR)
Can Student Complete In Time Y
Count: *1
<Replace>
For Help, press F1
17:44 PM
05/07/2001

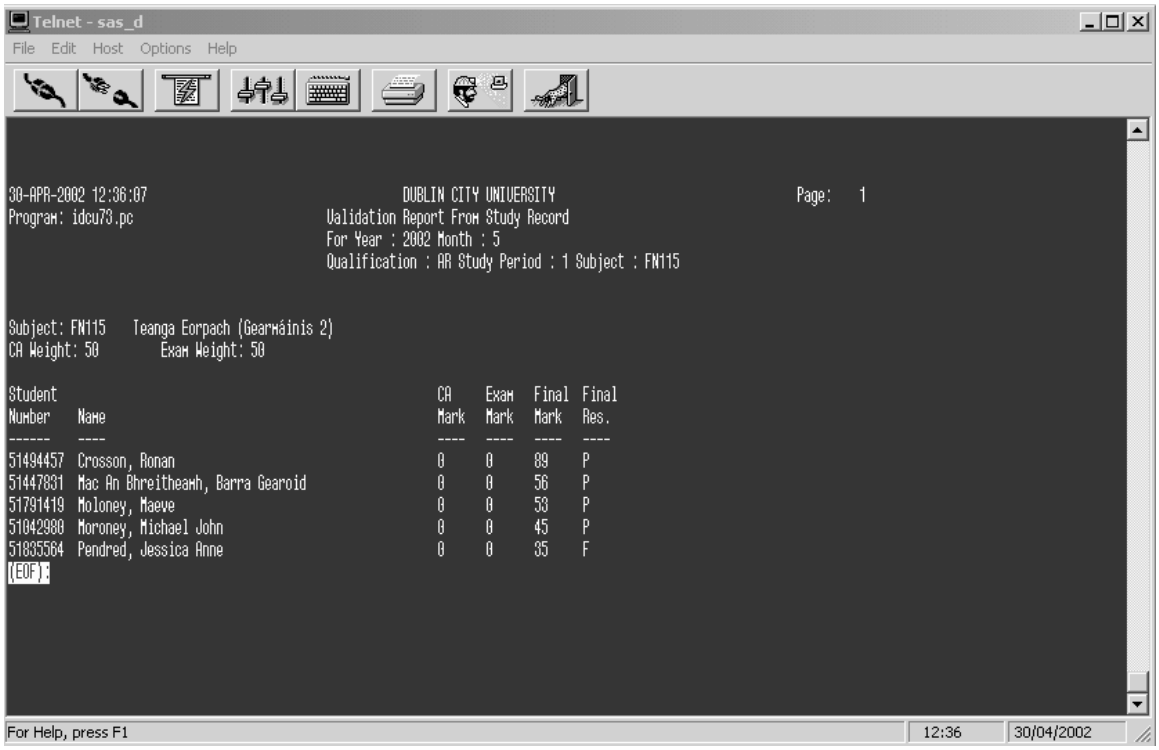
Option 7 - Mark Validation Report (Study Record)

This version of the mark validation report, which can be run to the screen or to your printer, is similar to option 2 but details the results for a module from the students' Study Records.

The selection criteria for the generation of this report are:

- ***Exam Year*.** Enter the Year the report is required for, e.g. 2000
- ***Exam Month***. Enter the Exam Month the report is required for, e.g. 1,5, or 8
- ***Qualification Code*:.** Enter the Qualification Code the report is required for, e g. AR.
- ***Subject Code***. Enter the subject/module code the report is required for, e.g.FN113.
- ***Study Period***. Enter the Period of Study the report is required for, e.g. 1, or press the Enter key to select the default value of All.
- ***Sort Per N(U)mber or N(A)me (A1).*** Enter U to sort the report by Student Number, A to sort by Student Surname/Firstname.

The report can be used as a final check against the marksheet for the marks and results entered for a particular module/subject.


Telnet - sas_d
File Edit Host Options Help
30-APR-2002 12:36:07 DUBLIN CITY UNIVERSITY Page: 1
Program: idcu73.pc Validation Report From Study Record
For Year : 2002 Month : 5
Qualification : AR Study Period : 1 Subject : FN115
Subject: FN115 Teanga Eorpach (Gearmáinis 2)
CA Weight: 50 Exam Weight: 50
Student Number Name CA Mark Exam Mark Final Mark Final Res.
51494457 Crosson, Ronan 0 0 89 P
51447831 Mac An Bhreitheamh, Barra Gearoid 0 0 56 P
51791419 Moloney, Maeve 0 0 53 P
51042980 Moroney, Michael John 0 0 45 P
51835564 Pendred, Jessica Anne 0 0 35 F
(EOF):
For Help, press F1
12:36
30/04/2002

Option 8 - Compute Marks and Results Menu

Option 8 takes the user to the Compute Marks and Results Menu {SSTUD6}. This menu includes three facilities for the programmatic adjustment of marks. See Section 3 for details.

Option 10 – Carry Forward of Examination Results {Menu:NEXAM}

This function is to be run by the Registry and carries forward Examination Results from a previous academic year, or previous diet of examinations within the same academic year, based on the following rules:

- ***FW*** – Failed a Coursework element **.** Mark for Examination component should be carried forward.
- ***FQ*** – Failed an Examination element. Mark for Continuous Assessment component should be carried forward.
- ***FX*** – Fail: Absent from Exam (DNP). Mark for Continuous Assessment component should be carried forward.
- ***F0*** – Deferred. The Mark entered, i.e. **either** Exam Mark or CA Mark, should be carried forward.
- ***FI*** – Certified Illness. The Mark entered, i.e. **either** Exam Mark or CA Mark, should be carried forward

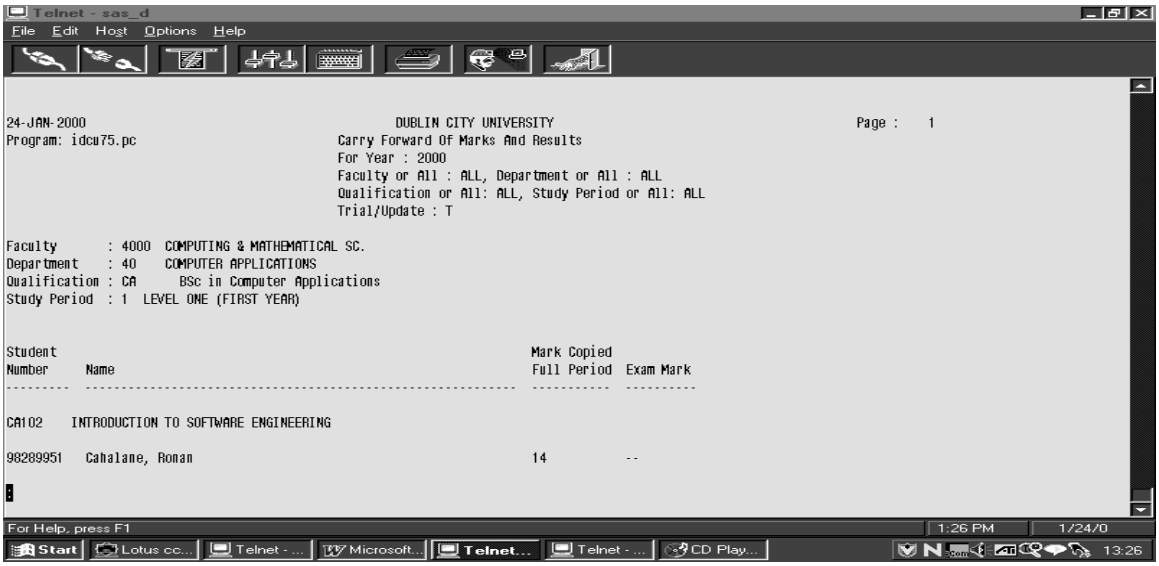
The rules are documented in detail in the Appendix 6.

NB: This function should only be run by the Registry before the population of the temporary tables.

The following details the User Selection required to run this function:

- ***Current Exam Year****:* Enter current exam year e.g. 2000
- ***Faculty:*** Enter the Faculty Code for which you wish to carry forward results, or press the Enter key to accept the default value of All.
- ***Department:*** Enter code for the required Department, or press the Enter key to accept the default value of All.
- ***Qualification:*** Enter the Qualification code you require, or press the Enter key to accept the default value – All.
- ***Study Period:*** Enter Study Period required, or press the Enter key to accept the default value of All.
- ***Trial or Update Run:*** If the Trial option is selection the system will only generate a report detailing what results will be carried forward. If the Update option is selection the system will generate a report and update the student study records will the appropriate values.

The report generated as a result of this option, details by qualification, study period and module the student number and name , and the details of the mark carried forward.


Telnet - sas_d
File Edit Host Options Help
24-JAN-2000 DUBLIN CITY UNIVERSITY Page : 1
Program: idcu75.pc Carry Forward Of Marks And Results
For Year : 2000
Faculty or All : ALL, Department or All : ALL
Qualification or All: ALL, Study Period or All: ALL
Trial/Update : T
Faculty : 4000 COMPUTING & MATHEMATICAL SC.
Department : 40 COMPUTER APPLICATIONS
Qualification : CA BSc in Computer Applications
Study Period : 1 LEVEL ONE (FIRST YEAR)
Student Number Name Mark Copied Full Period Exam Mark
CA102 INTRODUCTION TO SOFTWARE ENGINEERING
98289951 Cahalane, Ronan 14 --
For Help, press F1
1:26 PM
1/24/0
Start
Lotus cc...
Telnet - ...
Microsoft...
Telnet...
Telnet - ...
CD Play...
13:26

Option 11 - Calculate JR4 Prev. Year Contrib

This option is used explicitly by the School of Communications to calculate the contribution of results from the Previous Periods of Study to the overall result for the final Year of Study of the BA in Journalism.

Option 21 – Results Upload

Option 21 is used to automatically upload Excel based Marksheets onto the temporary table for examination results.

The process for facilitating the upload from Excel can be divided into three phases:

1) Downloading the Marksheet from the web into Excel, using the marks.iqy file, on your C:\ drive. The most recent version of this query file, which prompts for Module Code only, can be downloaded from the Marksheet Web Page - http://www.dcu.ie/marks/markex.html. Right click on ' marks.iqy' and select 'Save Target As' or 'Save Link As'. Enter the location where you wish to store the file on your C:\ drive and select 'Save'. This web page also contains instructions for downloading the marksheets.
2) Formatting a populated marksheet as a text file on the users PC.
3) Using FTP Server software, to upload the file onto the Student System Server, and import the file into the temporary result tables within the Student System

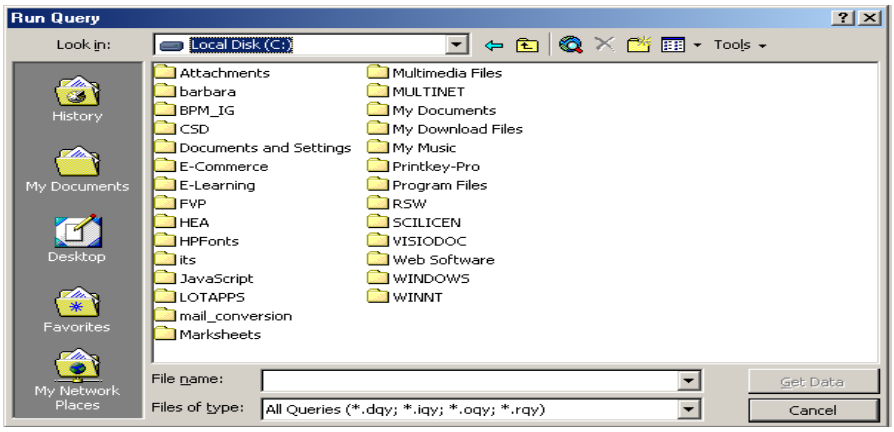
If you should encounter any problems when following the instructions which follow, please contact the Computer Services Help desk on ext. 5007.

Phase 1 – Downloading Marksheets into Excel

Steps for importing the web-based marksheets into Excel are as follows:

Excel 2000

- Open Excel.
- Select "Data" from the menu bar.
- Select "Get External Data" and then "Run Saved Query". The following screen is displayed.



- Select the "marks.iqy" file from where it is saved on your system, and then click "Get Data". You will be asked 'Where do you want to put the data?' Click on 'OK' to select the default setting.

- You are then prompted separately for the Module Code, Qualification Code and Period of Study required. Enter the appropriate value and click on 'OK' for each parameter. The student data will be then be imported into Excel. Save the file using an appropriate naming convention. This file can then be given to an examiner for completion.

Excel 97

- Open Excel.

- Select "Data" from the menu bar.

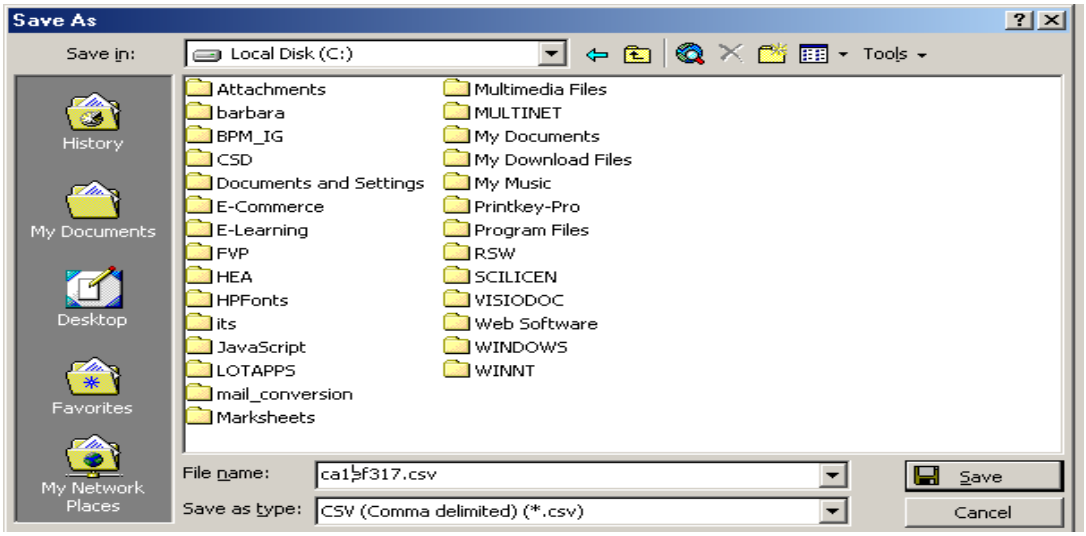
- Select "Get External Data" and then "Run Web Query".

- Select the "marks" file from where it is saved on your system, and then click "Get Data". You will be asked 'Where do you want to put the data?' Click on 'OK' to select the default setting.

- You are then prompted separately for the Module Code, Qualification Code and Period of Study required. Enter the appropriate value and click on 'OK' for each parameter. The student data will be then be imported into Excel. Save the file using an appropriate naming convention. This file can then be given to an examiner for completion.

Phase 2 – Formatting the file

- Save the Excel file as a comma separated file, using a unique identifier as the filename. To do this click on 'Save as' and the following screen appears:



The file name will automatically be entered into the 'File name:' field, amend as appropriate. Select 'CSV(Comma delimited) (*.csv)' for the 'Save as type:' option.

- Once you have saved the file, use Windows Explorer to rename the file to a .txt file, e.g. ca1ef317.txt.

PLEASE REMEMBER TO TAKE CARE WHEN NAMING FILES, AS THE STUDENT SYSTEM WILL NOT PERMIT A FILE TO BE UPLOADED WHERE A FILE OF THE SAME NAME ALREADY EXISTS IN THE DIRECTORY ON THE SYSTEM.

Phase 3 – Importing results file into Student System

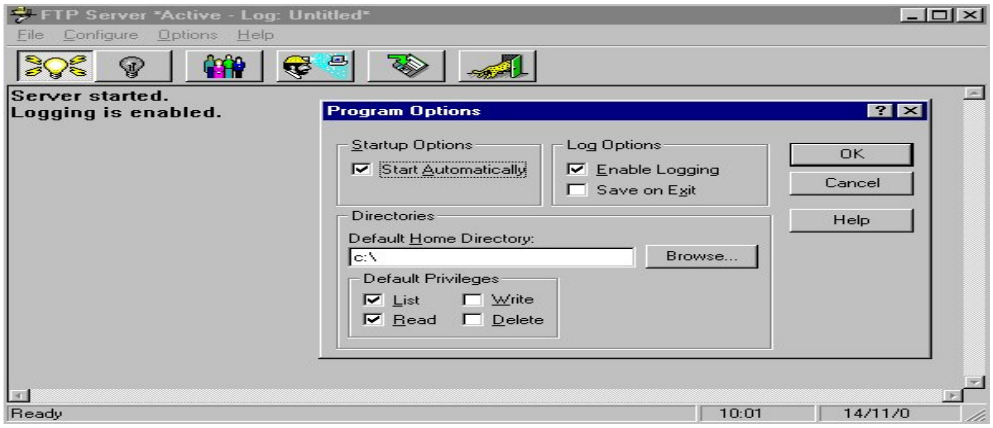
To upload the file onto the Student System Server you must have the FTP Server software installed and configured on your PC. To verify this, click on Start, then Programs, then Cisco Suite 100. The next set of option listed should include FTP Server.

If the required software is not installed please contact the Help Desk on ext. 5007

- The Marksheet file, saved as a comma delimited text file i.e. ***.txt*** file, should be saved on your C:\ drive, which is also the default drive for FTP Server software. Again, if you are unsure what the default drive and directory are for your version of the FTP Server, please check with the Helpdesk.

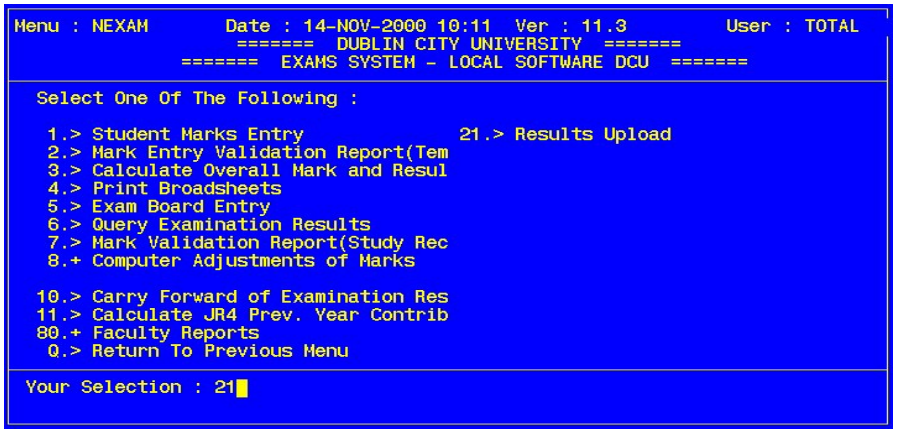
  Tech. Note: The FTP Server Software should be configured to access ITS with user ID: SU and password: SU.

- To activate an FTP Server session just select FTP Server from the Cisco Suite. If logon is successful the following screen is displayed.



- Leave FTP server session running and log onto Student System(ITS).

- Go to menu: NEXAM.


Menu : NEXAM Date : 14-NOV-2000 10:11 Ver : 11.3 User : TOTAL
======= DUBLIN CITY UNIVERSITY =======
======= EXAMS SYSTEM - LOCAL SOFTWARE DCU =======
Select One Of The Following :
1.> Student Marks Entry
2.> Mark Entry Validation Report(Tem
3.> Calculate Overall Mark and Resul
4.> Print Broadsheets
5.> Exam Board Entry
6.> Query Examination Results
7.> Mark Validation Report(Study Rec
8.+ Computer Adjustments of Marks
10.> Carry Forward of Examination Res
11.> Calculate JR4 Prev. Year Contrib
80.+ Faculty Reports
0.> Return To Previous Menu
21.> Results Upload
Your Selection : 21

- Select option 21 ‘Results Upload’.

- You are then prompted for the destination of the Results Upload list. Select either option 1 ‘Screen’ or your local printer.

- The follow prompts are then displayed, enter the required criteria and select the T(rial) or U(pdate) option.
  Enter The Input File Name Or <ENTER/RETURN> To Quit :
  Enter Exam Year (N4) :
  Enter Exam Month (N2) :
  Enter Qualification Code (A6) :
  Enter Study Period (A2) :
  Enter Subject Code (A7) :
  Anonymous (Y/N) :
  Is this a [T]rial or (U)pdate Run :

If the specified file cannot be located on the C:\ drive, a message advising that the file cannot be located will be displayed. Check that the filename specified, and file location, i.e. C:\ drive, are correct, and retry.

Where a file with the same filename already exists on the Student System Server an error message is displayed. If you wish to continue with the upload of the file, rename the file on your C:\ drive and retry. Please note that the temporary table will only be populated when the Update option is selected. The Trial option will only result in the Results Upload list being printed.

The Results Upload list details any errors or omissions that may have occurred.

IN THE EVENT THAT RESULTS FOR A PARTICULAR GROUP OF STUDENTS HAS ALREADY BEEN UPLOADED, AND AN AMENDED VERSION OF THE FILE IS SUBSEQUENTLY MADE AVAILABLE BY THE EXAMINER, THE FOLLOWING PROCEDURE SHOULD BE FOLLOWED:

1. Rename the new version of the file, e.g. from ca1ef317.txt to ca1ef317b.txt.
2. Upload this new file.
3. The examination results will be updated accordingly.

Processing Rules

- The following rules apply in respect of each of the mark fields i.e. IVNYMARK (Continuous Assessment mark), IVNEMARK (Exam mark) and IVNFMARK (Final mark) individually:
  a) If a mark already exist on the table, IVNIMT, for the student/subject/mark combination,
  and
  b) The value read from the ASCII file is null (Blank) or is equal to 0 (zero)
  then:
  c) Do NOT UPDATE the student's mark in the table, IVNIMT.

- If the record for the student number, year, exam month, qualification code, study period and subject codes exist, the marks will be updated with the marks from the file, unless it satisfies the rule above.

- If the record does not exist, the program will create a record for the combination of data received from the file. The program will not validate that this student is registered, as this is a function of the program that copies the data to the Student Record, i.e. when the final results are committed on the student system.

- If an error in loading the data is encountered, the program will print the student number and the error encountered.

- If the file already exists on the UNIX directory (Student System Server), the program will report this and abort the operation.

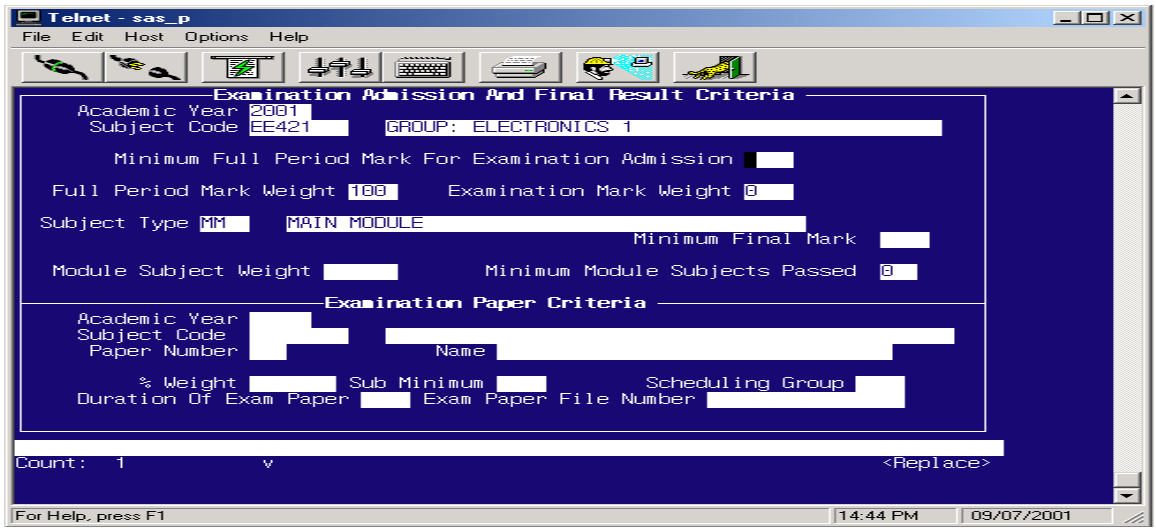
- If the file specified in the criteria entered for uploading the results does not exist on the default ftp directory on the users PC (C:\ drive), the program will report this and abort.

- The program will validate that the qualification and module code entered as input parameter are the same as the codes in the first 2/3 lines of the file. The qualification code will be extracted from the first or second line, and the module code from the second or third line, as appropriate. If the codes differ, the program will report this and abort.

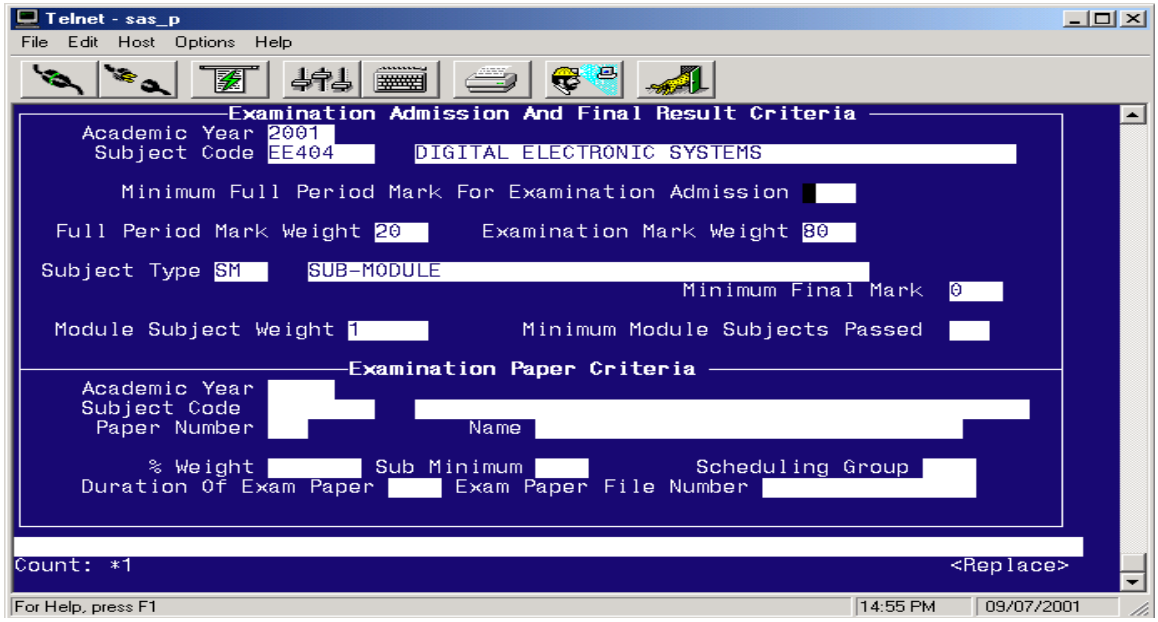
Option 24 - Compute Mother Subject Result

Defining Mother/Child Modules

The student system provides the facility for using what is termed Mother and Child modules, i.e. a number of child modules which constitute a higher level module termed a Mother module. Menu: SSTUD3, Option 2, Block 1 is used to define the calculation criteria for a Mother module. A Mother module is defined as Subject Type: MM. A Child module is defined as Subject Type: SM.

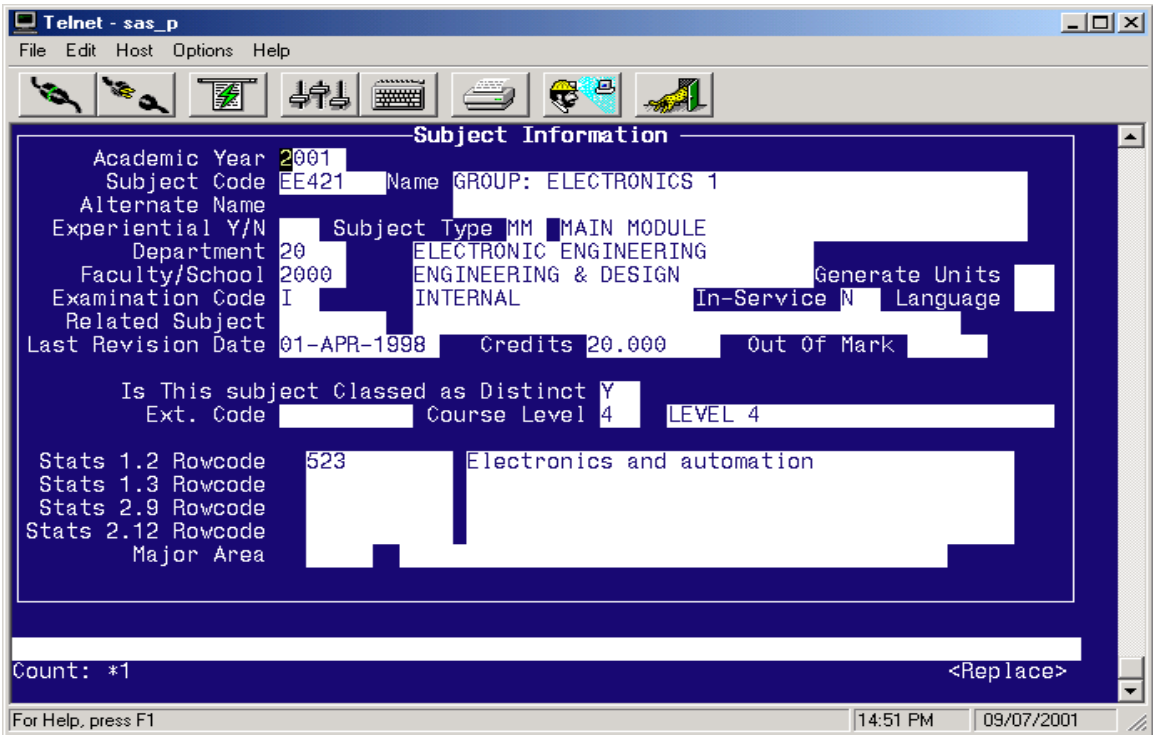


Example – Mother Module

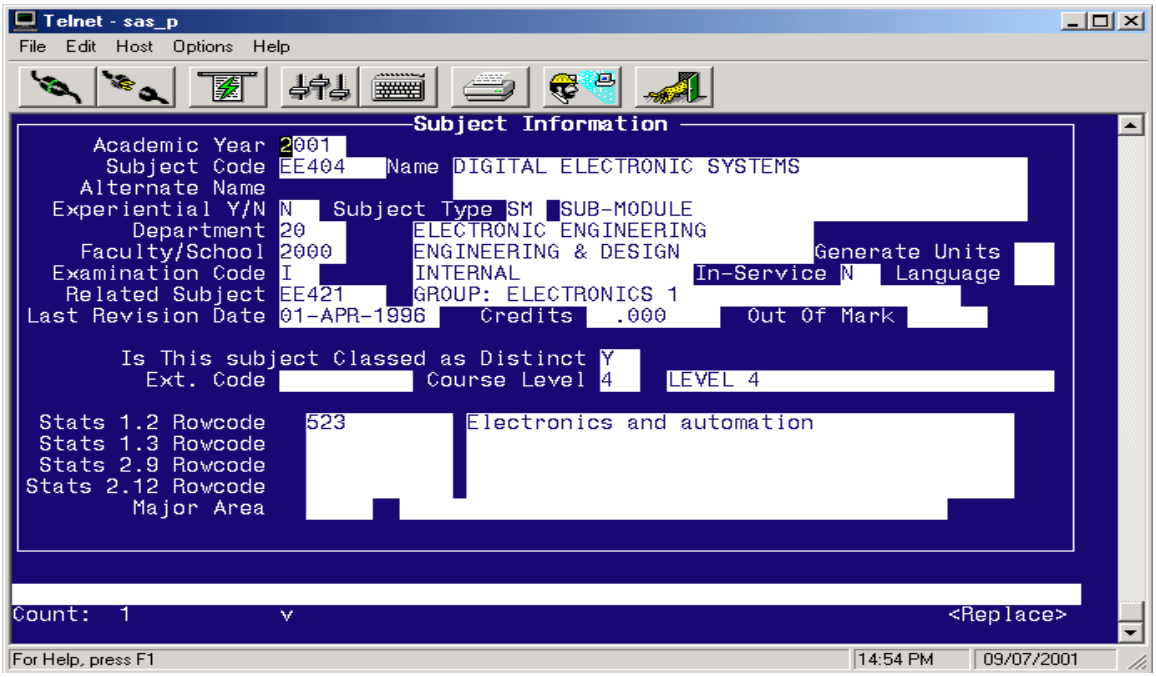


Example – Child Module

Example of Mother Module definition on Academic Structure: SACAD, Option 1, Block 9 – Subject Information


Telnet - sas_p
File Edit Host Options Help
Subject Information
Academic Year 2001
Subject Code EE421 Name GROUP: ELECTRONICS 1
Alternate Name
Experiential Y/N Subject Type MM MAIN MODULE
Department 20 ELECTRONIC ENGINEERING
Faculty/School 2000 ENGINEERING & DESIGN Generate Units
Examination Code I INTERNAL In-Service N Language
Related Subject
Last Revision Date 01-APR-1998 Credits 20.000 Out Of Mark
Is This subject Classed as Distinct Y
Ext. Code Course Level 4 LEVEL 4
Stats 1.2 Rowcode 523 Electronics and automation
Stats 1.3 Rowcode
Stats 2.9 Rowcode
Stats 2.12 Rowcode
Major Area
Count: *1
<Replace>
For Help, press F1
14:51 PM
09/07/2001

Example of Child Module definition on Academic Structure: SACAD, Option 1, Block 9 – Subject Information


Telnet - sas_p
File Edit Host Options Help
Subject Information
Academic Year 2001
Subject Code EE404 Name DIGITAL ELECTRONIC SYSTEMS
Alternate Name
Experiential Y/N N Subject Type SM SUB-MODULE
Department 20 ELECTRONIC ENGINEERING
Faculty/School 2000 ENGINEERING & DESIGN Generate Units
Examination Code I INTERNAL In-Service N Language
Related Subject EE421 GROUP: ELECTRONICS 1
Last Revision Date 01-APR-1996 Credits .000 Out Of Mark
Is This subject Classed as Distinct Y
Ext. Code Course Level 4 LEVEL 4
Stats 1.2 Rowcode 523 Electronics and automation
Stats 1.3 Rowcode
Stats 2.9 Rowcode
Stats 2.12 Rowcode
Major Area
Count: 1 v
<Replace>
For Help, press F1
14:54 PM
09/07/2001

When defining the calculation criteria for Mother/Child modules the user may enter values for the following fields:

Minimum Final Mark - This field is optional. If a value is entered for each module, when the mother subject is calculated and the student's mark for the module is below this value, the result code for the mother module will be a **F**ail even if the final mark is a pass percentage.

Module Subject Weight - This is the weight the module carries towards the mother subject calculation. A value is only entered in this field for the Child modules.

Minimum Module Subjects Passed - This field is only completed for the Mother module and is an indication of the number of modules that should be passed before the mother module will result in a pass. If the value is defined as '0', this means that the student does not have to have a specified number of modules to obtain a pass for the Mother module. If the field is left null then the program will use the number of subjects linked to the Mother module on the academic structure as the required number of modules to pass.

The rules are applies as follows when calculating the Mother module results:

1. The minimum number of modules, to be passed, is selected. If there is no value in this field, the number of modules, which are linked to the mother subject, will be taken as the minimum number of modules to pass.

2. The latest registration of a module/subject will be selected and the final mark of that particular record will be used. Modules, which have been passed during previous academic years, will be taken into account.

3. The user may use the main examination year and month when calculating the supplementary examinations by using "Exam Year of Module/Subj included for Mother Subj Calc" and "Enter Exam Month of Module/Subj included for Mother Subj Calc". The module/subject for which a subsequent examination was given will then be included in the calculation on the main examination.

This option can be generated on (T)rial or (U)pdate, and can be done repeatedly. The selection criteria to run this option is as follows:

The selection criteria for calculation of the Mother module includes:

- ***Exam Year.*** Enter the Examination Year the calculation is required for, e.g. 2000
- ***Exam Month.*** Enter the Examination Month the calculation is require for, e.g. 5
- ***Exam Year of Module included for Mother Subject Calc.*** In most case in DCU this will be the same as the Examination Year – Prompt 1.
- ***Exam Month of Module included for Mother Subject Calc.*** In most case in DCU this will be the same as the Examination Month – Prompt 2.
- ***Department Code.*** Enter the department code the calculation is being run for, e.g. 20 - Electronic Engineering, 21 - Mechanical Engineering or 32 - Physics. Where possible the user should avoid the use of the 'All' parameter to minimize possible errors.
- ***Campus Code.*** All should be entered for the Campus Code.
- ***Offering Type.*** Enter the Offering Type the calculation is required for, e.g. 01 – Full time students or 02 – Part time student or ALL for all offering types.

- ***Result Code if minimum requirements not met.*** If the user wishes to use a valid default Result Code for all students who do not meet the minimum requirements, where they are define, the code should be entered here.
- ***- Trial or Update***. Enter 'T' if a trial run is required otherwise enter 'U' to generate the report and update the Mother module results.

The resulting report prints per Subject in Student Number order. Students who have cancelled, have exemptions or are registered as attendance only are excluded.

Sample Report:

10-JUL-2001 DUBLIN CITY UNIVERSITY
Page : 99
Program : im5ccc.pc Update Of Mother Subjects - Update Run
Exam Year : 2000 Exam Month : 5
Exam Year and Month of Modules included in Mother calc: 2000 5
Department : ALL Campus : ALL Offering Type : ALL
Result Code If Minimum Requirements Not Met :

Mother Subject Code : EE422 GROUP : ELECTRONICS 2

Student Number	Module Subject	Exam Year	Exam Month	Result / Error / Warning
93779400	EE422	2000	5	F
93669450	EE404	2000	5	No Final Mark
93669450	EE409	2000	5	No Final Mark
93669450	EE415	2000	5	No Final Mark
93669450	EE419	2000	5	No Final Mark
93669450	EE422	2000	5	F
93446642	EE422	2000	5	P

Total Records Updated = 7

The logic uses in the calculation of the actual mark is as follows.

1) It will multiply the student's final mark for each module by the module weight and get a weighted mark for each module that is summed.

Example
Student No: 96622244

Module Subject	Subj Type	Weight	Min	Dept	Final Mark	Weighted Mark
PS410	SM	1	0	32	37	37
PS411	SM	1	0	32	60	60
PS403	SM	1	0	32	50	50
					Total	147

The sum of the final marks for each module is then divided by the total of weights of all the modules linked to the mother.

In the example above there are 7 modules linked to the mother module: PS445. If the user enters ALL for the Dept. then the total of 147 is divided by 7 which gives us a final mother module result of 21%. If the user enters 32 for the Dept. then, as there only 6 of the modules linked to the mother module associated with Dept. 32, the total of 147 is divided by 6 to give a final mother module result of 24%.

Option 25 - Change Marks and Results (Standard)

This option is used to enter marks which, for some reason, were not enter/calculated using the standard options {NEXAM/1, NEXAM/3 or NEXAM/5}. It can also be used for adjusting a student's study record. The entering of data using this option is controlled by the System Cycle "Change Marks and Results - F" under option {SSTUDY-1}. Access to data under this option is controlled by Registry using {SMNT-5} and user access is limited subjects linked to the user's "own" faculty/department.

Block 1: Change Marks and Results

The following fields can be used to query specific records but they are not updateable under this option:

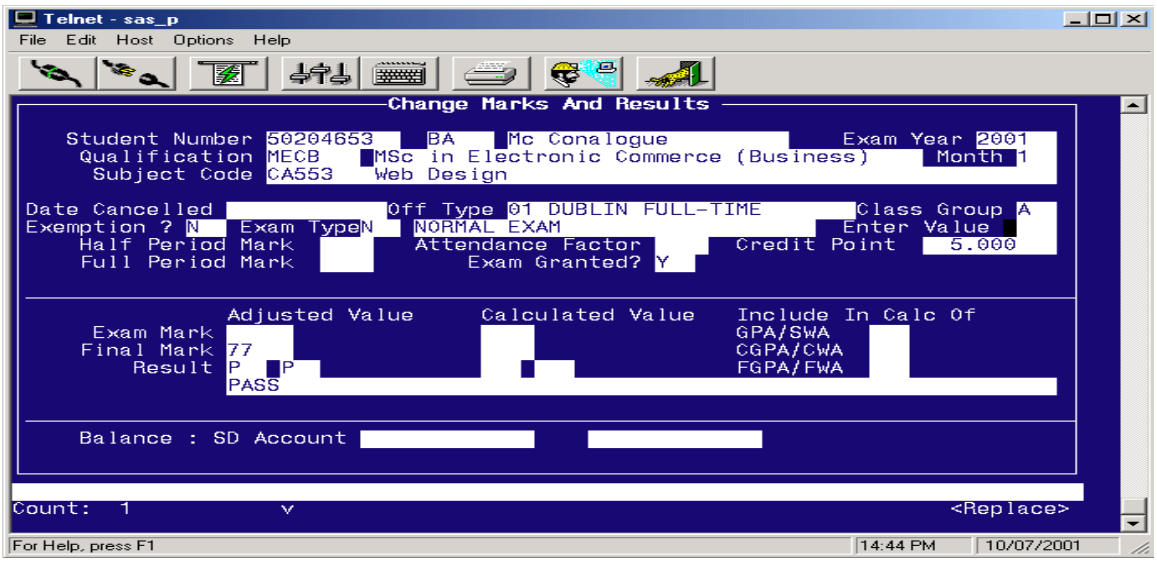
- Student Number
- Exam Year and examination month
- Qualification code
- Subject code
- Date Cancelled
- Offering Type
- Class Group
- Exemption (Y/N)
- Examination Type
- Half-period Mark
- Credit point

The normal way of updating records can be used, but in order to eliminate unnecessary cursor movements the following procedure is recommended:

1. Press <NEXT BLOCK> (Page Down Key) and enter the number corresponding to the field to be updated.

2. Press <PREVIOUS BLOCK>(Page Up Key), and enter the value in the "Enter Value" field. Use <NEXT RECORD> (↓ Down arrow key) to obtain subsequent records, and supply the values.

3. Press <COMMIT> (* key). The values will be entered in the appropriate fields.


Telnet - sas_p
File Edit Host Options Help
Change Marks And Results
Student Number 50204653 BA Mc Conalogue Exam Year 2001
Qualification MECB MSc in Electronic Commerce (Business) Month 1
Subject Code CA553 Web Design
Date Cancelled Off Type 01 DUBLIN FULL-TIME Class Group A
Exemption ? N Exam TypeN NORMAL EXAM Enter Value
Half Period Mark Attendance Factor Credit Point 5.000
Full Period Mark Exam Granted? Y
Adjusted Value Calculated Value Include In Calc Of
Exam Mark GPA/SWA
Final Mark 77 CGPA/CWA
Result P P FGPA/FWA
PASS
Balance : SD Account
Count: 1 v <Replace>
For Help, press F1
14:44 PM
10/07/2001

The following fields are updateable:

A. ***Attendance Factor*** (N3): If the attendance of lectures and practicals are taken into account in the calculation of results or examination admission, it may be entered in this field. Options {SSTUD1-1/2} may also be used to enter the value in this field. This value will be printed on the progress report {SSTUR2-21}. The standard calculation programs do not make use of this field.

B. ***Full-period Mark*** (N3): This mark can be entered under option {SSTUD2-1} or it can be calculated via option {SSTUD4-1}. Updating under this option is also possible.

C. ***Exam Granted*** (A1): A (Y)es or a (N)o must be entered here to indicate whether the student has been granted permission to sit for the examination in this subject. This field may also be calculated via option {SSTUD4-2}. A (Y)es is required in this field before a y examination paper marks for a student may be entered via option {SSTUDY-2}. The system will not allow a (Y)es to be entered if a student was registered for exemption or attendance purposes only, or if s/he has cancelled.

Adjusted and Calculated Values

In respect of the following fields, both adjusted and calculated values are kept. The calculated values are those generated via the various calculation options in option {NEXAM/3 and NEXAM/5}. Calculated values may not be manually overwritten, but may be re-calculated. If the calculation is in error, either the marks on which the calculation is based, or the calculation criteria must be altered, and the calculation repeated.

Where marks are calculated, the calculated value is initially entered in both fields. Re-calculating the values will update both fields.

If no marks were calculated by the system, the calculated value will be empty, but the user may enter the adjusted value. In all subsequent calculations the adjusted value rather than the calculated one will be used.

D. ***Adjusted Exam Mark*** (N4): This mark as calculated under option {NEXAM/3 or NEXAM/5}

E. ***Adjusted Final Mark*** (N4): This field may be calculated from the Full period Mark and the Examination Mark under option {NEXAM/5}.

F. ***Adjusted Exam Result*** (A2): The possible values of this field are defined in option {SCODE-23}, and may be viewed with the <LIST> (Home Key) command. This field may be calculated from the Final Mark under option {NEXAM/5}.

NOTE: When these fields are updated, NO validation is done in respect of the calculation criteria under option {SSTUD3-2}.

If a result code already exists, the calculation programs {NEXAM/3 and NEXAM/5} will re-calculate the result code only if this code has been specified as "Re-calculate (Y)es" in option {SCODE-23}.

G. ***Include In Calc Of GPA/SWA*** (Y/N): Must the Grade Average be included in the calculation of the Overall Mark (Not used in DCU).

H. ***Include In Calc Of CGPA/CWA*** (Y/N): Must the Cumulative Grade Average be included in the calculation Overall Mark (Not used in DCU).

I. ***Include In Calc Of FGPA/FWA*** (Y/N): Must the Final Grade Average be included in the calculation Overall Mark (Not used in DCU).

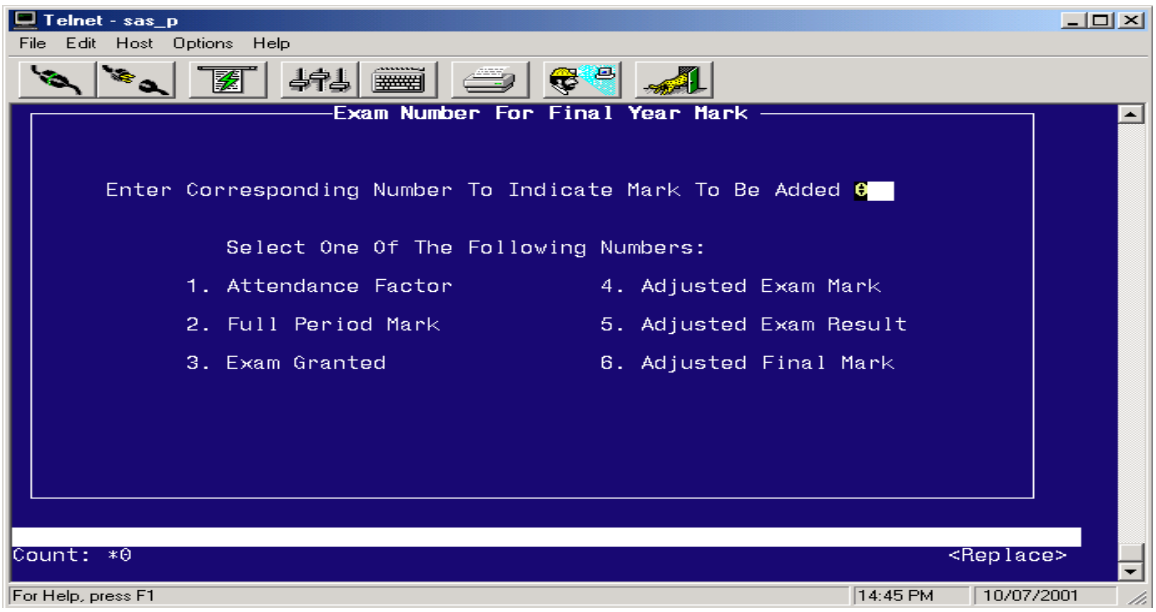
J. ***Balance***: Fee Account: The display of a student's account balance (Debits and Credits) are controlled via the validation "DF", "Display Fees on Study Records", in option {FSAM-3}. These fields cannot be updated.

A logfile of any changes executed under this option, including usernames, dates and times, is available under option {SMNTL-4}. This report can be used to ensure that all changes were properly authorised.

Block 2: Exam Number For Final Year Mark

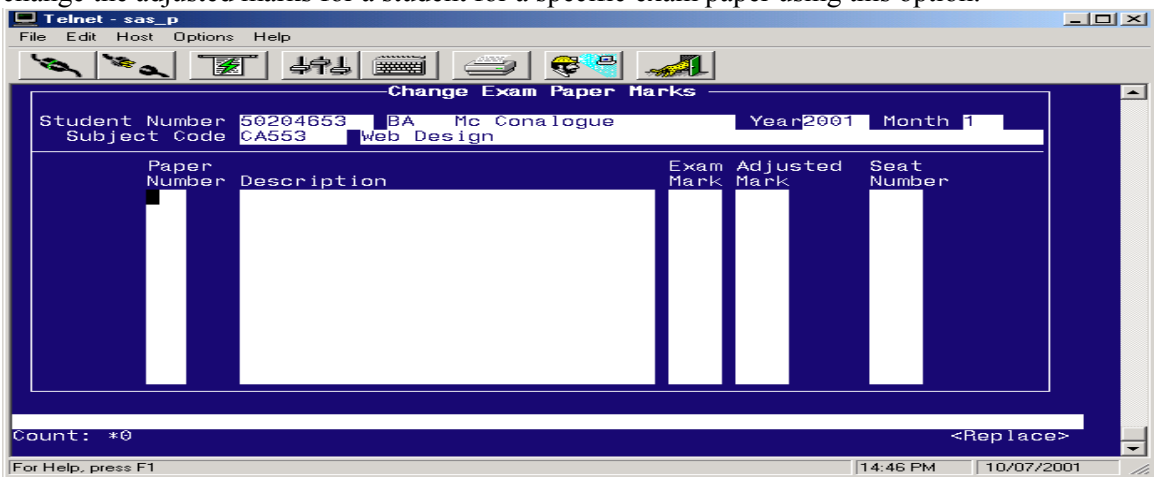
As discussed above, it is possible to select the mark with which you wish to work in this block, then go back to Block 1 and enter the marks for all students that are being queried. The fields, which may be selected, are:

- Attendance Factor
- Full-period Mark
- Exam Granted
- Adjusted Exam Mark
- Adjusted Exam Result
- Adjusted Final Mark


Telnet - sas_p
File Edit Host Options Help
Exam Number For Final Year Mark
Enter Corresponding Number To Indicate Mark To Be Added 6
Select One Of The Following Numbers:
1. Attendance Factor
2. Full Period Mark
3. Exam Granted
4. Adjusted Exam Mark
5. Adjusted Exam Result
6. Adjusted Final Mark
Count: *0
<Replace>
For Help, press F1
14:45 PM
10/07/2001

Block 3: Change Exam Paper Marks

This Block can be used to view the existing exam paper marks for a student. It is possible to change the adjusted marks for a student for a specific exam paper using this option.



If an individual exam paper mark is updated here, it does not automatically change the exam mark or any of the other marks involved.

Option 25 - Change Marks and Results (Calculate)

This option is identical to option {NEXAM/25} described above. The only difference is the fact that any changes to marks will result in the automatic calculation of the values of the subsequent fields.

NOTE: This option does not use the DCU specific calculate program used in options {NEXAM/3 and NEXAM/5}.

The normal calculation criteria as per option {SSTUD3-2} apply when changes are made to:
- Exam paper mark: updates exam mark, final mark and result
- Full-period mark: updates exam granted, final mark and result
- Exam mark: updates final mark and result
- Final Mark: updates the result
-

Only the adjusted mark or result fields will be updated when changes are made.

NOTE: Please allow for some time lapse for the calculation of these changes once the records have been <COMMIT>ted. The changed values can be seen if the record is queried again.

A logfile of any changes executed under this option, including usernames, dates and times, is available under option {SMNTL-4}.

This report can be used to ensurel that all changes were properly authorised.

Option 80 - Faculty Reports

This option takes the user to a sub menu of reports that can be run at Faculty level.

See Section 4 for details.

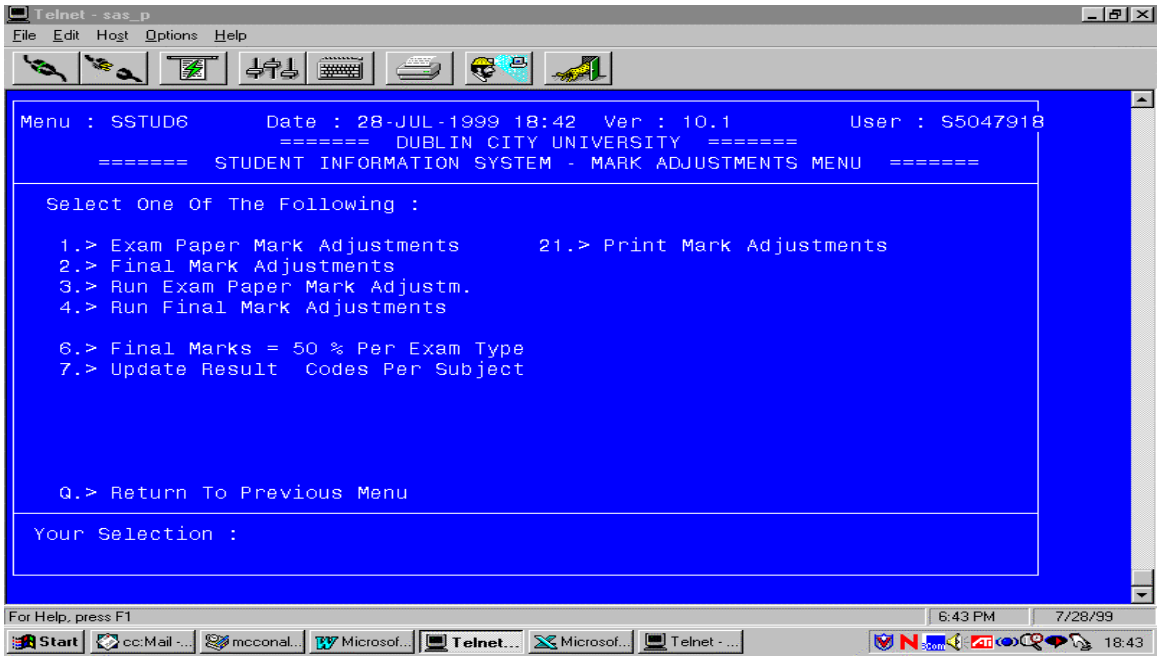
Section 3 - Menu: SSTUD6 - Compute Marks and Results Menu

This menu includes three facilities for the programmatic adjustment of marks:

- The first facility adjusts the marks in individual examination papers, and is intended for statistical adjustments of marks to more closely resemble a normal distribution.

- The second facility is for the adjustment of final marks in borderline cases. This could, for instance, be used to adjust a mark of 49 to say 50.

- The third facility is for the restriction of final marks to 50% for a specified examination type, and is intended for adjustment of a supplementary or re-examination final mark, where the rules specify that the final mark may not be more than 50%.


Telnet - sas_p
File Edit Host Options Help
Menu : SSTUD6 Date : 28-JUL-1999 18:42 Ver : 10.1 User : S5047918
DUBLIN CITY UNIVERSITY
STUDENT INFORMATION SYSTEM - MARK ADJUSTMENTS MENU
Select One Of The Following :
1.> Exam Paper Mark Adjustments
21.> Print Mark Adjustments
2.> Final Mark Adjustments
3.> Run Exam Paper Mark Adjustm.
4.> Run Final Mark Adjustments
6.> Final Marks = 50 % Per Exam Type
7.> Update Result Codes Per Subject
Q.> Return To Previous Menu
Your Selection :
For Help, press F1
6:43 PM
7/28/99
Start
18:43

Option 1. Maintain Exam Paper Mark Adjustments

In the case of the adjustment of examination paper marks, it is assumed that the statistical analysis that would determine the desirable amount of adjustment, would be done outside the system. When the percentage adjustment that has to be applied to any interval of marks has been determined, the results are entered under this option.

- ***Cal Year and Exam Month***: The calendar year and exam month for which records must be updated, entered by the user.

- ***Subject Code (A7):*** The code of the subject for which marks must be adjusted. The name of the subject is displayed.

- ***Paper Number (N1):*** The number of the examination paper for which adjustments must be done.

- ***Low Percentage (N3):*** The lowest value of the range to which the adjustment applies.

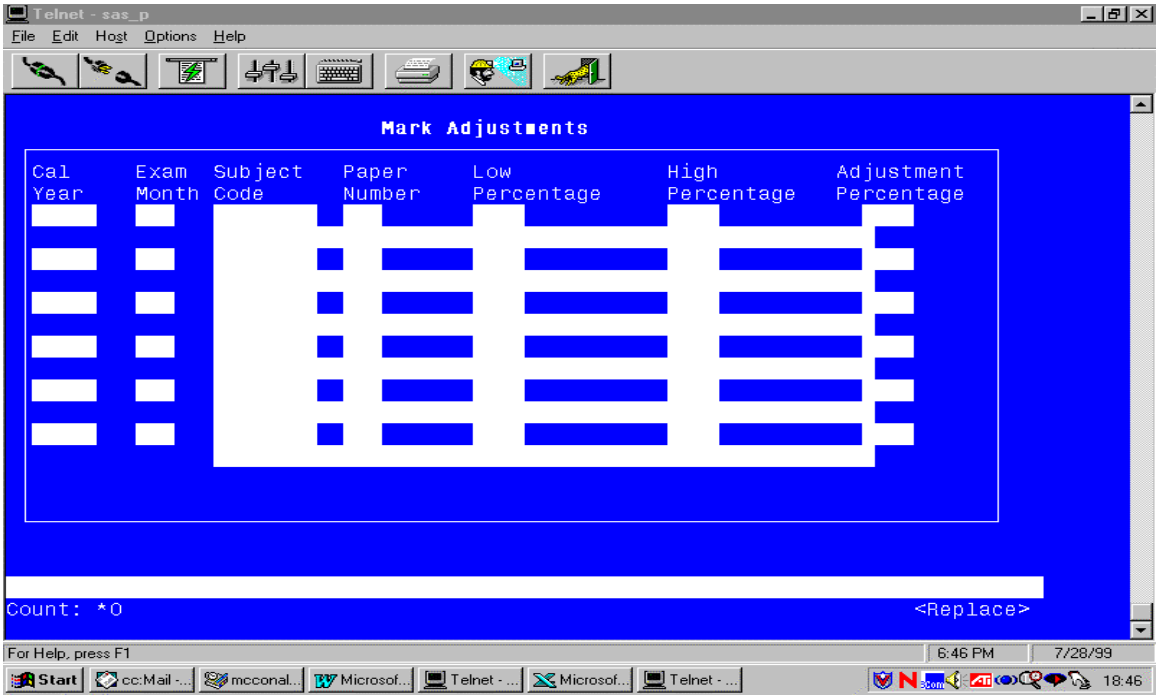
- ***High Percentage (N3):*** The highest value of the range to which the adjustment applies.

- ***Adjustment Percentage (N3***): The percentage adjustment applicable to the specified range. Any value between -100 and 100 is allowed.

Several records are normally specified for one exam paper.

Note: The user must ensure that the records entered under this option are consistent, the interval ranges should not overlap and the percentage changes in subsequent intervals should also be consistent. If this is not the case the resulting changes could be unpredictable!

To assist the user in ensuring that the adjustments were correctly defined, Report {SSTUD6-21} may be requested which displays the subject name and code followed by the STATS code, the paper number and the adjustment relevant to the specified percentage range.



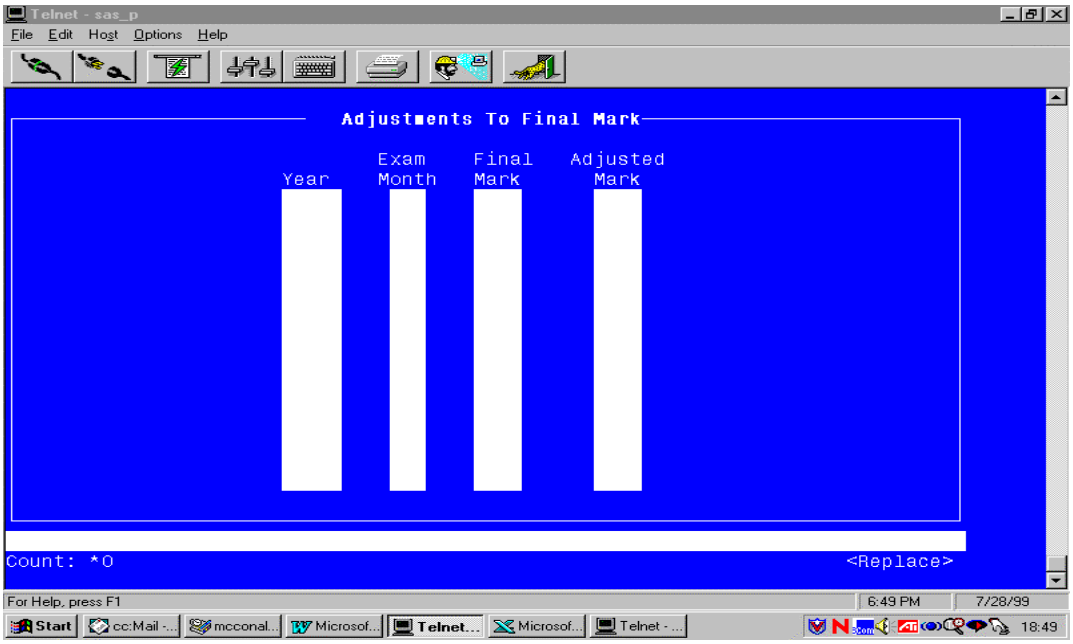
Option 2. Maintain Final Mark Adjustments

This option can be used to specify rounding of final marks. This is frequently done to eliminate "borderline" results. The final mark that has to be adjusted, as well as the value after adjustment, are entered under this option. The records are created in respect of a specific calendar year and examination month. In respect of such a year and month typical entries could be:

Final Mark	Adjusted Mark
49	50
48	50
47	45
46	45

In this case no marks between 46 and 49 (inclusive) will be retained, they will all be adjusted to either 50 or 45.

The program that executes the adjustments, option {SSTUD6-4}, will not only adjust the Final Mark, but also the Final Result according to the Result Criteria specified in option {SSTUD3-2b3}.



Option 3: Run Exam Paper Mark Adjustments

When this option is executed, the system automatically adjusts the relevant marks according to the criteria specified in option {SSTUD6-1}, and the adjusted mark is shown on the student's record in the "Primary Exam Mark Entry" option {SSTUD2-3} in the "Adjusted Mark" field. Normally the programs for calculation of the examination mark, the final mark and result (options {SSTUD4-3/4} & {NEXAM-3}) would be run after these adjustments have been made.

The user is requested to supply both the subject code and the paper number for which the adjustment must be made.

- ***Cal Year and Exam Month***: The calendar year and exam month for which records must be updated, must be entered by the user.

- ***Subject Code (A7):*** The code of the subject for which marks must be adjusted.

- ***Paper Number (N1):*** The number of the examination paper for which adjustments must be done.

The report details the following in respect the Subject/Module, Paper Number, Calendar Year and Exam Month entered:
- Student Number;
- Student Name;
- Original Mark; and
- Adjusted Mark.

It should be noted that System Cycles must be open for the Entry of Examination Results for this option to successfully run.

23-OCT-99 ****** ITS SUPPORT (ITSV9) REL96 ******* Page : 1

Program : ia4ccc Marks Adjusted For Subject : CLOTDES Paper Number : 1
Calendar Year : 99 Exam Month : 1

Student	Name	Mark	Adj Mark
9110032	DE JAGER,KL	45	50
9210104	COETZEE,OP	47	52
9690921	CAWOOD,M	46	51
9690925	COETZEE,R	48	53

Option 4: Run Final Mark Adjustments

It is possible to limit the Final Marks to be adjusted to a selected subset of students by selecting the appropriate group when this option is activated.

The program will only allow updates in respect of year and examination month combinations that are active in the system cycle for Enter Exam Marks
{SSTUDY-1}.

A report is automatically generated which lists the original Final Mark and Final Result and the adjusted mark and the adjusted result.

The following are the selection criteria presented to the user for this option:

- ***Cal Year and Exam Month***: The calendar year and exam month for which records must be updated, entered by the user.

- ***Offering Type or ALL:*** The code for the Offering Type, e.g. 01 – Full Time Students, for which marks must be adjusted.

- ***Start – end department code:*** Enter the start code and end code for the departments you wish to run the adjustments for. If the adjustment is being run for one department the start and end code will be the same.

- ***Start – end subject/module code:*** Enter the start code and end code for the subjects you wish to run the adjustments for. If the adjustment is being run for one subject the start and end code will be the same.

- ***(T)rial or (U)pdate run:*** Enter T if you wish to review what the results of the adjustment would be before doing the actual adjustment. Enter U is you wish the results to be adjusted.

The report prints the following information per subject, where marks have been adjusted:

- Student Number;
- Student Name;
- Subject Code;
- Department Code;
- Offering Type;
- Original Final Mark;
- Original Final Result;
- Adjusted Final Mark; and
- Adjusted Final Result.

Example:

Date : 23-OCT-99 ****** ITS SUPPORT (ITSV9) REL96 ******* Page : 1

Program : i4srpt.rpt

Final Mark Adjustments - Trial
Year : 99 Exam Month : 1
Offering Type: 01
For Department: 1007 To 1007
For Subject: BUILSC1 To BUILSC1

Student Number	Student Name	Subject Code	Dept Code	Off Type	Final Mark	Final Result	Adj Mark	Adj Result	
965050502	KL MAREE	BUILSC1	1007	01	48	FS	50	P	NORMAL EXAM
965050505	G KOEKEMOER	BUILSC1	1007	01	49	FS	50	P	NORMAL EXAM

965050506	DF MALAN EXAM	BUILSC1	1007	01	49	FS	50	P	NORMAL

Option 6: Set Final Marks To 50% Per Exam Type

This option is used in the event of students who passed an additional exam, but who, according to the University rules, may not have a final mark greater than 50%. The program will automatically adjust the final marks for these students down to 50%.

The selection criteria includes:

- ***Calendar Year*.** Enter the Year the adjustment is required for, e.g. 2000
- ***Exam Month***. Enter the Exam Month the adjustment is required for, e.g. 1,5, or 8
- ***Department Code*:.** Enter the Department Code the adjustment is required for, e g. AR.
- ***Subject Code***. Enter the subject/module code the adjustment is required for, e.g.FN113.
- ***Exam Type:***. Enter the Examination Type the adjustment is required for, e.g. N – Normal Examination, or E – Examination Only (Repeat).
- ***Is this a (T)rail or an (U)pdate run:*** Enter T if you wish to review what the results of the adjustment would be before doing the actual adjustment. Enter U is you wish the results to be adjusted.

A report is produced which details the following student details by subject:

- Student Number;
- Subject Code;
- Subject description; and
- Previous Final Mark.

The report only includes records for students where results have been adjusted.

Date : 30-OCT-99 ****** ITS SUPPORT (ITSV9) REL96 ******* Page : 1
Program : iaarpt.rpt List Of Subjects Updated To 50% - Trial Run
For Year : 99 And Exam Month : 1
Dept : 1007 Subject : ALL
Exam Type: S

Student Number	Subject Code	Subject Description	Previous Mark
965050503	BUILSC1	BUILDING SCIENCE 1	98
965050515			89
965050517			56
965050507	CONDET1	CONSTRUCTION AND DETAILING 1	90
965050515			67
965050516			56
965050506	HISARG1	HISTORY OF ARCHITECTURE 1	97

965050510	95
965050515	56
965050516	76
Total Records Updated = 10	

Option 7: Update Result Codes Per Subject

This option is used to identify students who may be possible candidates for an additional examination. The result codes for these students are set to a code that may lead to an additional examination. The Examination Board then makes the decision and for those students who do not qualify, the report result code is changed back.

The selection criteria includes:

- ***Calendar Year*.** Enter the Year the adjustment is required for, e.g. 2000
- ***Exam Month***. Enter the Exam Month the adjustment is required for, e.g. 1,5, or 8
- ***Department Code*:.** Enter the Department Code the adjustment is required for, e g. AR.
- ***Subject Code***. Enter the subject/module code the adjustment is required for, e.g.FN113.
- ***Minimum Final Mark:*** Enter the minimum Final Mark acceptable for students eligible to sit a supplementary examination.
- ***Existing Result Code:*** Enter the existing Result Code that you wish to amend.
- ***New Result Code:*** Enter the Result Code you wish to update the existing result code to.
- ***Is this a (T)rail or an (U)pdate run:*** Enter T if you wish to review what the results of the adjustment would be before doing the actual adjustment. Enter U is you wish the results to be adjusted.

A report is produced which details the following student details based on the selection criteria entered, i.e. selects all students with a final mark greater than or equal to the Minimum Final Mark for the Subject/Year/Month entered:

- Student Number;
- Student Name
- Final Mark;
- Old Result Code; and
- New Result Code

Date : 24-OCT-99 ****** ITS SUPPORT (ITSV9) REL96 ******* Page : 1
Program : iabrpt.rpt Update Result Code From FR TO FS - Trial Run
Minimum Final Mark Is Greater Than 40
Calendar Year : 99 Exam Month : 1
Department : 1007 Subject : BUILSC1

Subject : BUILSC1 BUILDING SCIENCE 1

Student Number	Name	Final Mark	Old Result	New Result
965050501	TU KUNGUNE	67	FR	FS
965050506	DF MALAN	49	FR	FS

Total students updated for BUILSC1 : 2
Total For This Run : 2

Option 21: Print Mark Adjustments

This report displays the subject name and code followed by the STATS code, the paper number and the adjustment relevant to the specified percentage range.

The selection criteria includes:

- ***Calendar Year.*** Enter the Year the adjustment is required for, e.g. 2000
- ***Exam Month***. Enter the Exam Month the adjustment is required for, e.g. 1,5, or 8

The report generated outputs the following details by subject, based on what has been entered under Option 1 - *Maintain Exam Paper Mark Adjustments*, on this menu {SSTUD6/1}:

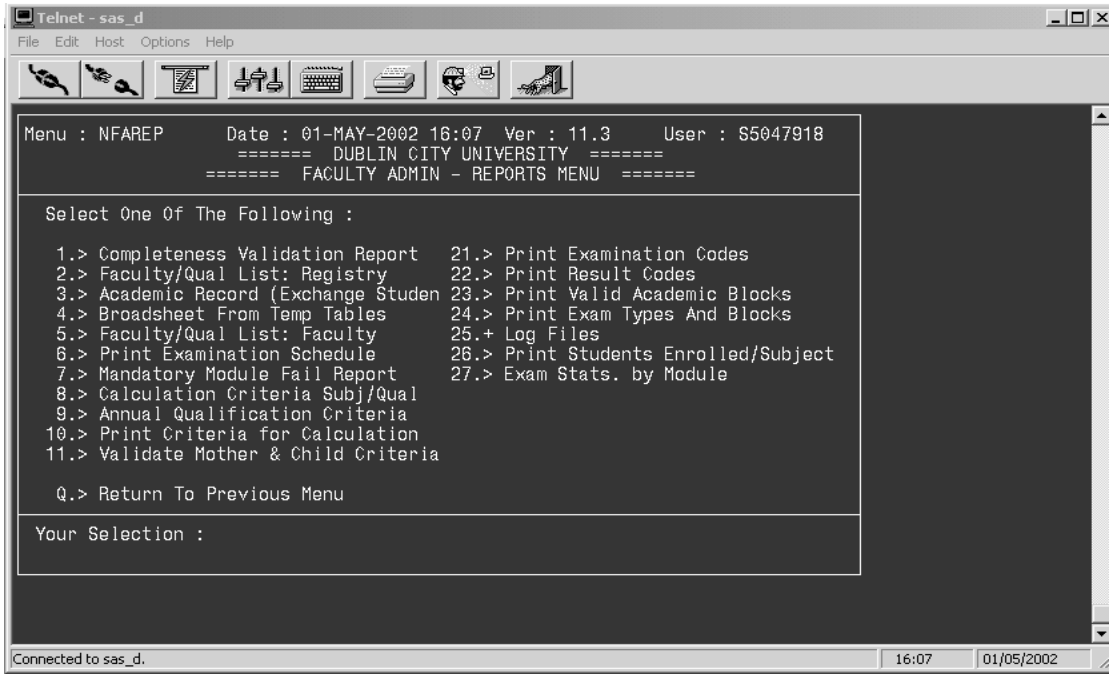
- Student Description;
- Sapse Code – Sapse is the South African equivalent of our HEA code;
- Paper Number;
- Low Percentage;
- High Percentage;
- Adjusted Percentage
- Calendar Year; and
- Examination Month.

Thu Oct 24 Page : 1
****** ITS SUPPORT (ITSV9) REL96 *******
Mark Adjustments
For Calendar Year 99 And Exam Month 1
(Program : ia9rpt.sql)

Subject	Sapse	Paper Cod	Low Num	High Perc	Adj. Perc	Cal Perc	Exam Year	Month
				---- -	---- -	----	-----	

AUDITING 1	AUD-1	1	20	40	5	96	11
COMMUNICATION SKILLS	CMM-1	1	36	100	6	96	11
	CMM-1	1	50	70	5	96	11
	CMM-1	2	20	50	5	96	11
ECONOMICS 1	ECO-1	1	20	49	5	96	11
	ECO-1	1	30	50	3	96	11
ECONOMICS 11	ECO-2	2	20	49	5	96	11
EDUCATION	EDU-1	1	36	100	6	96	11
	EDU-1	2	10	70	5	96	11
	EDU-1	3	10	70	5	96	11
FINANCIAL ACCOUNTING 1	FNA-1	1	20	40	5	96	11
	FNA-1	2	20	40	5	96	11
FIRST AID 1	FRA-1	1	40	60	5	96	11
	FRA-1	2	40	60	5	96	11

Section 4 - Menu: NFAREP - Faculty Reports


Telnet - sas_d
File Edit Host Options Help
Menu : NFAREP Date : 01-MAY-2002 16:07 Ver : 11.3 User : S5047918
DUBLIN CITY UNIVERSITY
FACULTY ADMIN - REPORTS MENU
Select One Of The Following :
1.> Completeness Validation Report
2.> Faculty/Qual List: Registry
3.> Academic Record (Exchange Studen
4.> Broadsheet From Temp Tables
5.> Faculty/Qual List: Faculty
6.> Print Examination Schedule
7.> Mandatory Module Fail Report
8.> Calculation Criteria Subj/Qual
9.> Annual Qualification Criteria
10.> Print Criteria for Calculation
11.> Validate Mother & Child Criteria
21.> Print Examination Codes
22.> Print Result Codes
23.> Print Valid Academic Blocks
24.> Print Exam Types And Blocks
25.+ Log Files
26.> Print Students Enrolled/Subject
27.> Exam Stats. by Module
Q.> Return To Previous Menu
Your Selection :
Connected to sas_d.
16:07
01/05/2002

Option 1 - Completeness Validation Report

The Completeness Validation Report provides the user with the means of checking the number of students taking examinations, and the number of students for whom marks and results have been entered. The following criteria must be entered to generate the report:

- ***Calendar Year:*** Enter Calendar Year the report is required for, e.g. 2000
- ***Faculty:*** Enter Faculty Code for which the report is required, or press the Enter key to select the default value of All.
- ***Qualification Code:*** Enter Qualification Code the report is required for, or press the Enter key to select the default value of All.
- ***Study Period:*** Enter Study Period required, or press the Enter key to select the default value – All.
- ***Subject/Module Code:*** Enter Subject/Module Code required, or press Enter to generate the report in respect of all Subjects/Modules.

The report provides the following details per Examination Month, Faculty, Qualification, Study Period and Module:

- Number of Students expected, i.e. the number of students who are exam granted for the examination;
- Number of Students for whom Examination Marks have been entered:
- Number of Students for whom Final Marks have been entered; and

- Number of Students for whom Result Codes have been entered.

Sample Report:

10-JUL-2001 DUBLIN CITY UNIVERSITY Page: 1
Program : i44rp1.rpt Completeness Validation For Examination Marks, Final Marks And Results
For Faculty/School: All Qualification : MECB
Year : 2001 Exam Month : 5
Subject : CA587 Study Period : 1

No Expected* All Students With Exam Granted = Y

Qualification: MSc in Electronic Commerce (Business)

Subject	Description	No Expected*	Exam Marks	Final Marks	Results
CA587	NETWORKS AND INTERNETS	37	36	36	37

End Of Report.

Option 2 - Faculty/Qual List - Registry

The Faculty/Qual List provides Administration Departments with Academic Structure/ Examination Criteria information by Faulty and Qualification. The following information must be entered to generate the Faculty/Qual List:

- ***Calendar Year:*** Enter Calendar Year the report is required for, e.g. 2000
- ***Faculty:*** Enter Faculty Code for which the report is required, or press the Enter key to select the default value of All.
- ***Qualification Code:*** Enter Qualification Code the report is required for, or press the Enter key to select the default value of All.
- ***Study Period:*** Enter Study Period required, or press the Enter key to select the default value – All.
- ***Block Code:*** Enter the Block Code required, or press the Enter key to select the default value - All.

The report details the following in respect of each faculty:

- For each Qualification code and study Period;
  - The Module Code and Description;
  - The Module Type, i.e. **O**ptional or **M**andatory;
  - The ECTS Credits for the Module;
  - The Block Code where the module is offered, e.g. 1 – Semester 1, 0 – Year Long.
  - For each Block Code the following is listed:
    - The Continuous Assessment Weighting; and
    - Examination Weighting;
  - The Offering Type, e.g. 01 – Full Time

- Subject/Module Weighting
- The Number of Examination Paper(s) set-up for the module; and
- The duration of the Examination in minutes.

Sample Report:

10-JUL-2001 DUBLIN CITY UNIVERSITY
Page : 1
Program: idcu72.pc Faculty/Qualification Listing
For Year: 2001 Faculty: ALL
For Qual: MECB Study period: 1 Block: ALL

Faculty: 4000 COMPUTING & MATHEMATICAL SC.

Qual Code	Study Period	Subject Code	Description	Type	Credit	Block Code	Assessment CA	Assessment Exam	Offering Type	Subj Weight
MECB	1	MT530	Business Process Innovation	M	5	1	100	0	01	100
						8	100	0		

Paper	Duration (min)
1	120

		CA551	Cryptography	O	5	1	25	75	01	100
						8	25	75		

Paper	Duration (min)
1	120

Option 3 - Academic Record (Exchange Students)

The Academic Record Report was designed as an alternative to the Broadsheet, to detail examination results for students, e.g. Exchange Students, where the number of subjects taken at exams makes the reading of a Broadsheet difficult. To generate an academic record report the following criteria must be entered:

- ***Calendar Year****:* Enter the year the Broadsheet is required for, e.g. 2000.
- ***Qualification Code****:* Enter the Qualification Code for which the Academic Report is required, or press the Enter key to select the default value - All.
- ***Study Period Or [ALL]:*** Enter the required Study Period, or enter All, if the report is required for all Study Period. Press the Enter key to accept the default value of X-Exchange Students.
- ***First Block Code To Include Or [ALL]:*** Enter the appropriate Block Code, e.g. 1 for Semester 1, etc. or press the Enter key to accept the default value of ALL.
- ***Block Code To Exclude Or <ENTER/RETURN> To Continue*** *:* This prompt will only be displayed is the default value of All is entered for the previous prompt. If you have entered all, and wish to exclude Autumn Repeats, then 8 should be entered here. If you do not wish to exclude any Block Codes, press the Enter key to continue.

- ***Use Results of Normal Examinations Only [Y]es / (N)o*:** The default Y should be accepted in respect to this prompt. This is used to include/exclude results entered for students who have cancelled a module. The default Y excludes such students from the Broadsheet.

The report details by student the modules taken and the examination marks and results. A sample report is included in the Appendix.

Option 4 – Broadsheet from Temp Tables

This report is very similar to the standard Broadsheet report, but details results entered onto the temporary tables, rather than results stored on the student study records.

The selection criteria for the generation of this Broadsheet report is:

- ***Calendar Year**:* Enter the year the Broadsheet is required for, e.g. 2000.
- ***Faculty Code Or [ALL]*:.** Enter the Faculty Code for which the Boardsheet(s) is required, or press the Enter key to accept the default value of ALL.
- ***Department Code Or [ALL*]:** Enter the Department Code for which the Boardsheet(s) is required, or press the Enter key to accept the default value of ALL.
- ***Qualification Code**:* Enter the Qualification Code for which the Boardsheet is required, e.g. AR.
- ***Study Period Or [ALL]:*** Enter the required Study Period, or press the Enter key to accept the default value of ALL.
- ***First Block Code To Include Or [ALL]:*** Enter the appropriate Block Code, e.g. 1 for Semester 1, etc. or press the Enter key to accept the default value of ALL.
- ***Block Code To Exclude Or <ENTER/RETURN> To Continue** :* This prompt will only be displayed is the default value of All is entered for the previous prompt. If you have entered all, and wish to exclude Autumn Repeats, then 8 should be entered here. If you do not wish to exclude any Block Codes, press the Enter key to continue.
- ***Order Students per [M]erit or Strictly (A)lphabetical (M/A):*** This allows the user to print the students either in Order of Merit, or Alphabetically based on Student Name. Press the Enter key to accept the default value of M – Merit, or enter A, and press the Enter key ,to sort students alphabetically on the Broadsheet.
- ***Print Subject Code Only in (H)eading or [S]eperate (H/S):*** Accepting the default value of S in this option, prints the Module Codes, Descriptions, weightings and ECTS credits in the header on each page and in a separate sheet at the end of the Broadsheet report. If H is entered the Module information will only print in the page header.

The report also includes an indicator in the header as to whether or not the results in respect of a particular module have been finally committed.

1.1. Option 5 - Faculty/Qual list: Faculty

This version of the Faculty/Qual. list is similar to that available under Option 2, but has only one line per module, and cannot be run for an individual module/subject. It assumes that the subject/module weightings are the same for all Block Codes.

The following information must be entered to generate the Faculty/Qual List:

- ***Calendar Year:*** Enter Calendar Year the report is required for, e.g. 2000
- ***Faculty:*** Enter Faculty Code for which the report is required, or press the Enter key to select the default value of All.
- ***Qualification Code:*** Enter Qualification Code the report is required for, or press the Enter key to select the default value of All.
- ***Study Period:*** Enter Study Period required, or press the Enter key to select the default value – All.
- ***Block Code:*** Enter Block Code required, or press the Enter key to select the default value – All.

The report details the following in respect of each faculty:

- For each Qualification code and study Period;
  - The Module Code and Description;
  - The Module Type, i.e. whether it is Core or Optional;
  - The ECTS Credits for the Module;
  - The Block Codes where the module is offered, e.g. 1 – Semester 1, 0 – Year Long.
  - The Continuous Assessment Examination Weighting for each Block Code;
  - The Offering Type, e.g. 01 – Full Time
  - Subject Weighting
  - The Number of the Examination Paper(s) set-up for the module; and
  - The duration of the Examination in minutes.

A sample report is included in the Appendix.

Option 6 - Print Examinations Schedule

The Examination Schedule report provides information by Faculty on examinations schedule. The following information must be entered to generate the Examination Schedule:

- ***Calendar Year:*** Enter Calendar Year the report is required for, e.g. 2000
- ***Examination Month:*** Enter Examination Month for which the report is required.
- ***Faculty/School Code or All:*** Enter the Faculty Code the report is required for, or press the Enter key to select the default value of All.

The report prints the following details in examination date sequence:
- Examination Date;
- Examination Session;
- Session Start Time;
- Session Duration;

- For each session the following is detailed:
  - Subject/Module code;
  - Subject/Module description;
  - Number of Students enrolled;
  - Paper Number; and
  - Paper Name.

The report totals by session the number of students enrolled. This number excludes students who have cancelled, who have exemptions, or who are registered as Attendance Only.

01-NOV-99 ****** ITS SUPPORT (ITSV9) REL96 ******* Page : 1

Program : i5drpt.rpt

Examination Schedules
For Faculty/School Code : 1 SCIENCE
Calendar Year : 98 Month : 11

Exam Date	Exam Sess	Start Time	Dur Min	Subject Code	Subject Description	Students Enrolled	Paper Number	Examination Paper Name
02-NOV-98	1	08H00	180	ONDET1	CONSTRUCTION AND DETAILING 1	17	1	PAPER 1
				FABAPPL	FABRIC APPLICATION	13	1	PAPER 1
				LABAD01	LABOUR ADMINISTRATION	12	1	PAPER 1
				PRACTEX	PRACTICAL TEXTILE DESIGN	13	1	PAPER 1
					Total =>	55		
	2	14H00	180	CHEM101	CHEMISTRY IA	32	1	PAPER 1
				HISARG1	HISTORY OF ARCHITECTURE 1	17	1	PAPER 1
				HISTEXT	HISTORY OF TEXTILES	13	1	PAPER 1
				LABLAW1	LABOUR RELATIONS LAW 1	12	1	PAPER 1
					Total =>	74		

Option 7 – Mandatory Module Fail Report

This report lists students who have failed mandatory modules for the Academic Year/Exam month(s)/Qualification entered.

The following information must be entered to generate the report:

- ***Exam Year:*** Enter the Examination Year the report is required for, e.g. 2000
- ***First Exam Month to Include:*** Enter the code for the first Examination Month to include e.g. 1 for January, or 8 – August(Repeats).
- ***Next Exam Month to Include or <Enter> to Continue***: If you wish to include a second Examination Month - enter the required code. Otherwise press the Enter key to continue without making a further selection.
- ***Faculty Code:*** Enter the Faculty Code the report is required for, or press the Enter key to select the default value of All.
- ***Department Code:*** Enter the Department Code required, or press the Enter key to select the default value of All.

- ***Qualification Code:*** Enter Qualification Code the report is required for, or press the Enter key to select the default value of All.
- ***Study Period:*** Enter Study Period required, or press the Enter key to select the default value – All.
- ***Order Students (A)lphabetically or (N)umerically:*** Enter A if you wish to list the Students alphabetically by name. Enter N if you wish to list the Students numerically by Student Number.

The report details the following for the selection criteria entered:

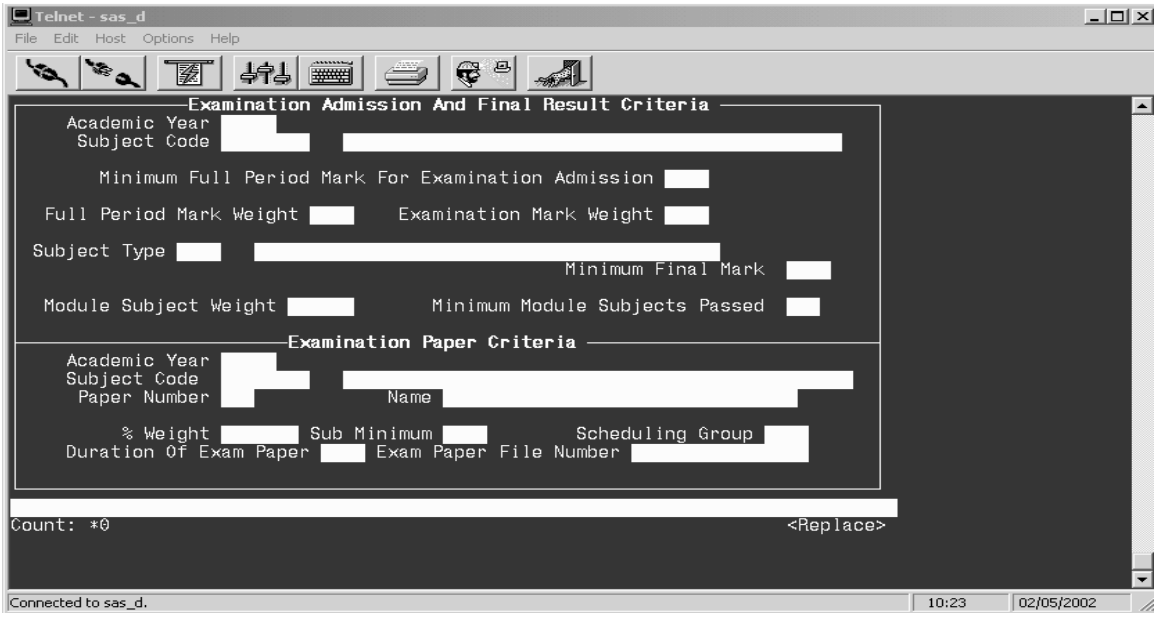
- For each Faulty/ Department/Qualification/Study Period combination;
  - The Student Number;
  - The Student Name;
  - The Code and Description for the module(s) failed.

A sample report is included in the Appendix.

Option 8 – Calculation Criteria Subject/Qual

Option 8 consists of five Blocks where the user can amend the default criteria setup in option {SSTUD3-1} in respect of a particular subject. The criteria for calculating the result codes is basis on the overall mark which is also specified in this option.

The screens are similar to those in option {SSTUD3-1}, and the method of access is to query a particular subject code, modify the existing values as required, then <COMMIT> the changes.



Block 1: Examination Admission and Final Result Criteria

- ***Academic Year*** (YYYY): The academic year to which the criterion applies
- ***Subject Code*** (A7): The subject code to which the criterion applies

The above two fields are displayed only and cannot be changed.

- ***Minimum Full-period Mark for Exam Admission*** (N3): The full period mark (Continuous Assessment mark), as calculated in option {SSTUD4-1. This mark may be used to determine whether a student should be allowed admission to the examination, e.g. if the figure 40 is entered here, then all students with full-period marks between 0 and 39 will be denied examination admission. The effect of this criterion is to set the "Exam Granted" indicator to either "Y" or "N". In the case where a student does not obtain examination admission, the result code will automatically be set to "FA" - "Fail - No exam Admission"

NOTE: If a student is allowed to write an examination regardless of the full-period mark obtained, this field may be left BLANK, i.e. no value must be entered. The effect of this is that all students will be given examination admission.

- ***Full-period Mark Weight*** (N3): In the calculation of the Final Mark, both the Full-period Mark and the Examination Mark may be used, weighted by the percentages entered in this field and the next. The weights must add up to 100%.

NOTE: If the Full period Mark alone determines the Final Mark, a 100% weight may be entered here. This will cause the system to ignore examination marks and to use the Full period Mark as the Final Mark.

- ***Examination Mark Weight*** (N3): See D. above. NOTE: An entry of 100 in this field will cause the system to ignore any Full-period Mark, and to calculate the Final Mark using only the Examination Mark obtained.
- ***Subject Type*** (A2): The subject type as entered in the Academic Structure {SACAD-1b9} is displayed here.

The following three fields are entered only in respect of mother/module subjects:

- ***Minimum Final Mark*** (N3): This field is only entered in respect of module subjects. This refers to the minimum final mark to be obtained in this module before a mother subject may be passed.
- ***Module Subject Weight*** (N5.2): The weight of this module toward calculating the final mark of the mother subject.
- ***Minimum Module Subjects Passed*** (N2): The minimum number of modules to be passed before the mother subject may be passed. This field is only entered in respect of Mother subjects.

Block 2: Examination Paper Criteria

- ***Academic Year*** (YYYY): The academic year to which the criteria applies
- ***Subject Code*** (A7): The subject code to which the criteria applies

The above two fields are displayed only and cannot be changed.

- ***Paper Number*** (N2): Create a record for the total number of examination papers, each paper taking a consecutive number.
- ***Paper Name*** (A30): Each examination paper may eventually be given a name such as "Algebra", "Literature", etc. In the case of these default criteria, however, a description such as "Paper One" might suffice.
- ***% Weight*** (5.2): Enter the percentage weight of this paper in contributing to the examination mark. Decimal values are allowed, e.g. 33.33. These weights must add up to 100%.
- ***Sub-minimum*** (N3): If students must obtain a certain minimum mark in examination papers in order to pass the examination, that minimum mark must be entered here. Whilst the examination mark will still be calculated normally, the results of students who fail to achieve this sub-minimum will be set to "Fail, Sub-minimum". A "0" must be entered if no sub-minimum applies.
- ***Group*** (N3): If papers should be scheduled together on the examination timetable, the papers that must be scheduled together may all be linked to the same group code. Different group codes can be used to identify the different groups of papers, which must be scheduled together

- ***Duration of Exam Paper*** (N3): The duration of the paper in minutes, which will be validated by the system against the duration of the exam session in which the paper is scheduled.
- ***Exam Paper File Number*** (A15): The file number for this particular paper.

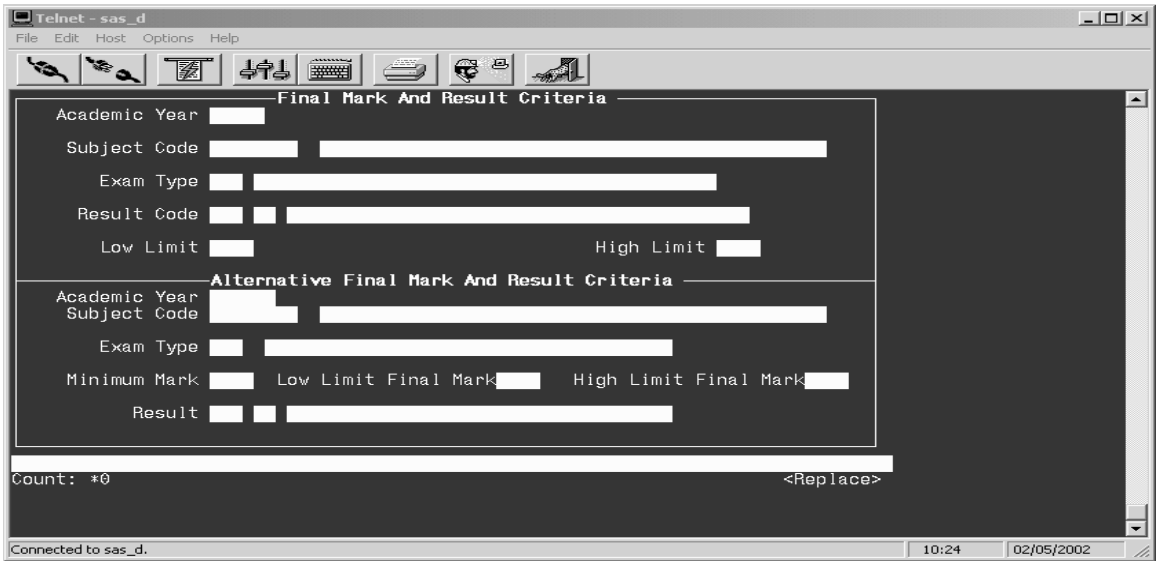
Block 3: Final Mark and Result Criteria

- ***Academic Year*** (YYYY): The academic year to which the criterion applies
- ***Subject Code*** (A7): The subject code to which the criterion applies

The above two fields are displayed only and cannot be changed.

- ***Exam Type*** (A1): The default criteria that were created under option {SSTUD3-1} will automatically be linked to Examination Type "N" for normal examinations. It is possible to create different records in respect of say re-examinations, etc. If the system calculates the result of any examination, the records for the specific examination type will be used. If they do not exist, the "N" records will be used as default.
- ***Result Code*** (A2): A valid code as per option {SCODE-23} must be supplied, and the description will be displayed.
- ***Low Limit*** (N3): The lowest mark from which the result is valid.
- ***High Limit*** (N3): The highest mark to which the result is valid.

The changes in respect of Block 3 could include the adding of new records for other Examination Types.



Block 4: Alternative Final Mark and Result Criteria

The information in this Block is only entered if the calculation of the result code is subject to a minimum year mark obtained. If information exists in this Block, these rules will apply during calculation; if no information exists in this Block for a subject, the rules in the previous Block (3) will be applied.

The fields in this Block are the same as in Block 3. The following field has been added.

- ***Minimum Mark*** (N3): The minimum year mark that a student must obtain for a particular subject. If the student has not obtained the minimum final mark, the criteria in Block 3 will be used.

Block 5: Overall Result Criteria

When a student's annual results (overall results) are calculated by option {SSTUD4-7}, the system will use the criteria in this
Block to determine the result code, which must be allocated. The fields are:

- ***Academic Year*** (YYYY): The academic year to which the criterion applies
- ***Qualification Code*** (A7): The qualification code to which the criterion applies
- ***Offering Type*** (A2): The offering type for the qualification.
- ***Study Period*** (A1): The study period for the qualification.

The above four fields are displayed only and cannot be changed.

- ***Low Limit*** (N3): The lowest mark from which the result is valid.
- ***High Limit*** (N3): The highest mark to which the result is valid.

- ***Result Code*** (A2): A valid code as per option {SCODE-23} must be supplied, and the description will be displayed.

Upon <EXIT>ing from this option, the user is given the choice of validating the information. The following validations are carried out:

* Full-period mark weight and exam mark weight do not add up to 100%
* No calculation criteria have been captured for subject
* Result codes that have been captured are inactive
* In respect of each examination type used for a subject if:
    - No low percentage of 0 (zero)
    - No high percentage of 100
    - Specified percentages do not follow on one another
* In respect of each qualification if:
    - No low percentage of 0 (zero)
    - No high percentage of 100
    - Specified percentages do not follow on one another.

Validation of Criteria for Calculation {STUD2-Y}

The user is asked to enter value in respect of the following selection criteria:

- ***Validate per (Q)ualification, (S)ubject or (B)oth:*** Enter Q, S or B.
- ***If (Q)ualification then:***
  Qualification Code or ALL
  Block Code or ALL
- *If (S)ubject then*:
  Subject Code or ALL
  Block Code or ALL
  Active subjects only Y/N
- *If (B)oth then*:
  Subject Code or ALL
  Subject Block Code or ALL
  Active Subjects only Y/N
  Qualification Code or ALL
  Qualification Block Code Or ALL

A report is then generated based on the selection criteria entered.

Sample report for Qualification

Program : i43ccc.pc INTEGRATED TERTIARY SOFTWARE
PAGE : 1
19-APR-2000 Result Criteria Validation Report For
Validate Per (Q)ualification Or (S)ubject Or (B)oth : q
Qualification Block Code Or ALL : all
Qualification Code Or ALL : all

Offering Per

Qualification Description	Type	Study	Error Description
100A-1 B DOSMESTIC SCIENCE (CLOTHING)	01	1	40.000 Has No End Percentage Of 100 (One Hundred)
B AGR BACHELOR OF AGRICULTURE	01	1	75.000 Has No Start Percentage Of 0 (Zero)
BCLOTH B. CLOTHING DESING	01	1	49.000 Has No End Percentage Of 100 (One Hundred)

Sample report for Subject

Program : i43ccc.pc INTEGRATED TERTIARY SOFTWARE
PAGE : 1
07-JUN-2000 Result Criteria Validation Report For
Validate Per (Q)ualification Or (S)ubject Or (B)oth : s
Enter Subject Code Or ALL : all
Subject Block Code Or ALL : all
For Active Subjects Only (Y/N) : y

Subject Description	Exam Type	Error Description
1000000 MICRO COMPUTER		Total Weight Of Exam Papers Do Not Add Up To 100
1000000 MICRO COMPUTER	N	Result Percentages Of Result 1 And 2 Do Not Follow
100BCOS BUSSINESS COMUNICATION	N	Result Percentages Of Result 1 And 2 Do Not Follow

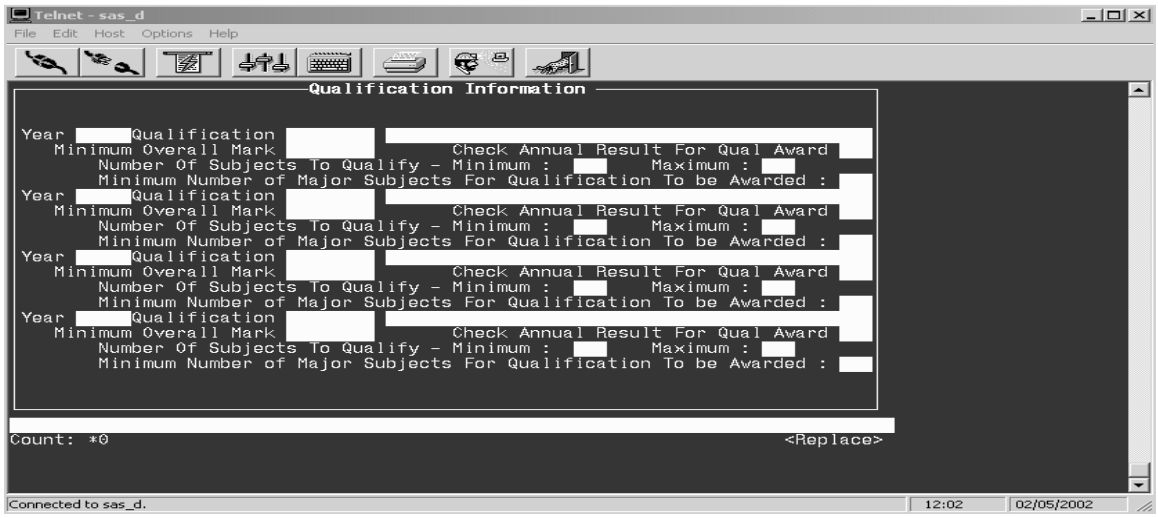
********* End Of Validate **********
(EOF):

Option 9 – Annual And Qualification Criteria

This option allows the user to link criteria to existing qualifications in order to:
- Identify students who probably satisfy the requirements for obtaining a degree/diploma (Report {SSTURC-2}), and
- Determine the students who have passed a particular year of study and can therefore proceed to the next. There are two sets of criteria, which may be applied in determining whether a student may proceed to a next period of study

NB: THIS DOES NOT USE, OR RELATE IN ANY WAY, TO THE DCU SPECIFIC CALCULATE PROGRAM.

This data is kept in three Blocks.

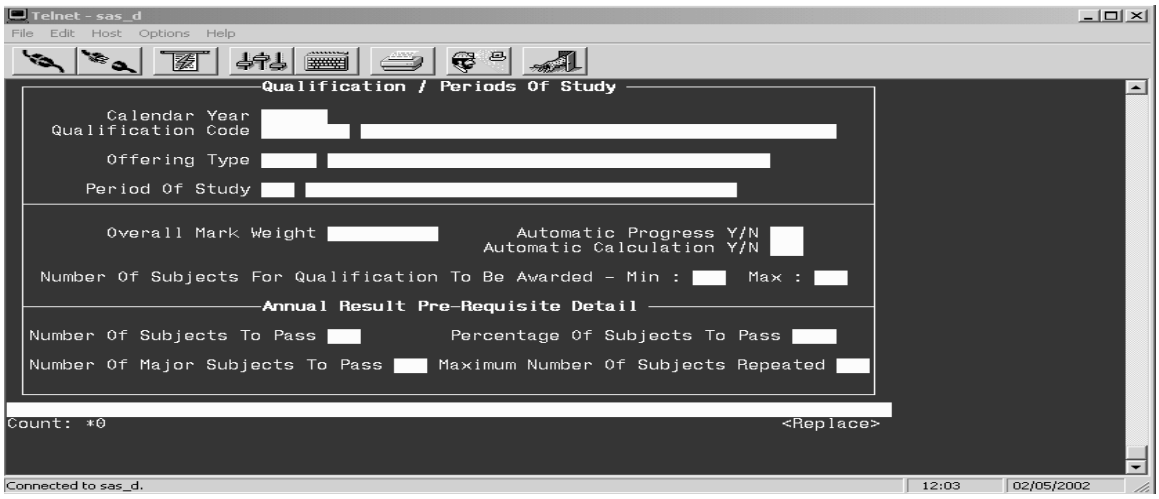


Block 1: Qualification Information

This option allows the user to add criteria to existing records that were created under option {SACAD-1b2}. New records may not be inserted under this option. The first two fields are used to query an existing record. The other fields can then be updated.

- *Year* (N4) Enter the calendar year for this record.
- ***Qualification Code*** (A6) The qualification code as it exists on the academic structure.
- ***Qualification Name*** (A40) This field is name of the qualification and is a displayed once the qualifications code is queried.
- ***Minimum Overall Mark*** (N6) Enter the minimum overall mark for graduation purposes.
- ***Check Annual Result For Qual Award*** (A1) Should only specific annual results be used for awarded Qualifications (Y)es/(N)o.
- ***Number of Subjects to Qualify - Minimum*** (N2) If the rules for obtaining a qualification specify a minimum number of subjects that must have been passed, that number can be entered here.
- ***Number of Subjects to Qualify - Maximum*** (N2) If there is a maximum number of subjects that can be credited towards obtaining a qualification, that number can be entered here.
- ***Minimum Number of Major Subjects For Qualification To be Awarded*** (N2) This is minimum number of major subjects for a qualification to be awarded.

Block 2: Qualification / Periods Of Study



If an <EXECUTE QUERY> (F12) is done on this Block, all the records in respect of the qualification in Block 1 above in option {SACAD-1b6} will be displayed. The fields are:

- ***Qualification Code*** (A6)
- ***Offering Type*** (A2)
- ***Period of Study*** (A1)

The following three fields are used for the calculation of the overall mark, option {SSTUD4-7}, and the automatic promotion of students, option {SSTUD4-9}.

- ***Overall Mark Weight*** (N9.2) This is the weight of the overall mark for this study period, to be taken into account when calculating the overall mark of the next study period. This will only take place if the value in field "Automatic Calculation" in C. below is (Y)es.
- ***Automatic Progress Y/N*** (A1) This field is used to indicate whether the "Automatic Promotion of Students", option {SSTUD4-9}, must create application records for students for the next year of study.
- ***Automatic Calculation Y/N*** (A1) This field is used to indicate whether the "Calculation of Overall Mark", option {SSTUD4-7}, must take the previous year of study's overall mark into account in calculating the current overall mark. The overall mark weight specified on the previous year of study will be used.

The following fields refer to the identification of possible graduates / diplomandi by using option {SSTURC-2}.

- ***Number of Subjects for Qualification to be Awarded - Min***: (N2) If the rules in respect of the qualification determine a minimum number of subjects must have been passed for this period of study, that number is entered here.
- ***Number of Subjects for Qualification to be Awarded - Max***: (N2) If the rules in respect of the qualification determine that a student may only be granted credit for a certain number of subjects in this period of study, that number is entered here.

The following four fields are entered to determine year to year promotion of students. It is possible to programmatically update the "annual results" of students (as would otherwise be done manually in option {SSTUD7-4b1}) on the basis of these rules (see option {SSTUD4-8}).

- ***Number of Subjects to Pass*** (N2) The number of subjects, in this period of study, that must have been passed, in the current year or before, for a student to pass this period of study.
- ***Percentage of Subjects to Pass*** (N3) This is an alternative to F. above, and only one of these two fields can be used. In this case the student must have passed this percentage of all the subjects that he was enrolled for in this period of study.
- ***Number of Major Subjects to Pass*** (N3) These fields will normally only be used in respect of the last period of study of a qualification. Major subjects are defined under option {SACAD-1b11}. To pass this period of study, this number of major subjects, in respect of the current qualification, must have been passed at some stage in the career of the student.
- ***Maximum Number of Subjects Repeated*** (N3) The maximum number of failed subjects, in respect of this period of study that would be allowed. If the student failed a larger number he would fail this period of study.

Notes:

1. In respect of these last four numbers all subjects failed at previous attempts, and later passed, will be counted only as a pass.
2. Whilst it is possible to programmatically update the annual result of a final year student under option {SSTUD4-8}, the granting of the qualification under option {SSTUD7-2b2} is done manually.

Block 3: Curriculum

This option allows the user to add criteria to existing records that were created under option {SACAD-1b14}. New records may not be inserted in this option. The first five fields can be used to query an existing record. The other fields can then be updated.

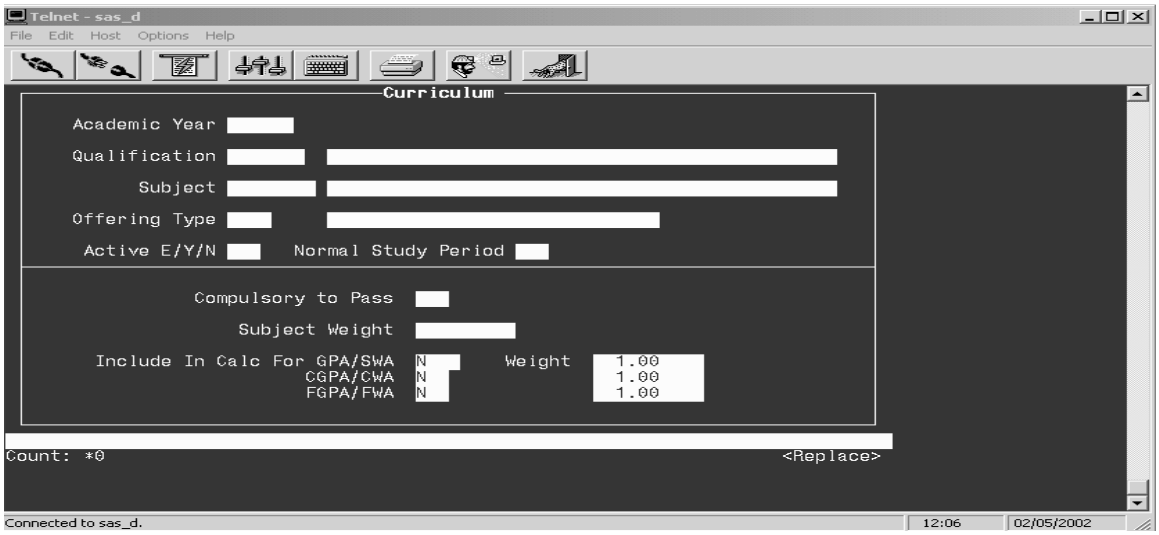
A. ***Compulsory to Pass*** (A1) This field is used to indicate whether the weighed final mark of this subject must be a pass in order to calculate the overall result. If the answer is (Y)es, the system will use the result default in option {SSTUD3-1} as the overall result code if the weighed final mark of the subject does not lead to a pass. If the answer is (N)o, the normal criteria for determining the overall result code will be used.

B. ***Subject Weight*** (N9.2) The weight for this subject in the calculation of the overall mark.

C. ***Include In Calc Of GPA/SWA*** (Y/N) Must the Grade Average be included in the calculation of the Overall Mark.

D***. Include In Calc Of CGPA/CWA*** (Y/N) Must the Cumulative Grade Average be included in the calculation Overall Mark.

E. ***Include In Calc Of FGPA/FWA*** (Y/N) Must the Final Grade Average be included in the calculation Overall Mark.



Note: Rules for Qualification credit point: Credit is null if subjects are cancelled or the subject has a result that leads to 'F' or if "Include In Calc Of GPA/SWA" on subjects {SSTUDM-1} are 'N' or if "Include In Calc For GPA/SWA" on curriculum {SSTUD3-3b3} are 'N'. The Credit value on the qualification, is the sum of the subject values on {SACAD-1b9} if:

The subjects are not cancelled and the subjects have results leading to 'P' or are NULL.

"Include In Calc Of GPA/SWA" on subjects {SSTUDM-1} is 'Y' or is null, AND

"Include In Calc For GPA/SWA" on curriculum {SSTUD3-3b3} is 'Y' or is null.

All the credit points for the subjects will be added together and displayed on {SSTUDY-21b2}.

Option 10 – Print Criteria for Calculation

- This option allows the user to print a report detailing the calculation criteria for a Qualification and/or module. The selection criteria for generating this report is as follows:

Calendar Year

Start and End Department Code

(Q)ualifications or (S)ubjects or (B)oth

If (Q)ualifications then:

Qualification Code or ALL

If (S)ubjects then

Subject Code or ALL

If (B)oth

Subject Code or ALL
Qualification Code or ALL

The report prints for each Qualifications by offering type, period of study and Qualification for Subjects per paper mark and name and low percentage. The report includes all subjects for which criteria has been defined but excludes inactive modules/subjects.

Date : 20-APR-2000 Page : 15
Program : i41rpt.rpt
INTEGRATED TERTIARY SOFTWARE

Criteria For Calculation

****

For Year : 2000
From Department : 0 To 9999
For The Qualification Code Or ALL : ALL
For The Subject Code Or ALL : ALL
Print (Q)ualifications or (S)ubjects or (B)oth : B

Faculty : 1 SCIENCE

Department : 1007 AGRICULTURE

Qual Code	Qualification Description	Offering Type	Period of Study
TEXDES	TEXTILE DESIGN	01	1

Result Code	Result Description	Low Limit Mark	High Limit Mark
F	FAIL	0	50
P	PASS	50	74
PD	PASS WITH DISTINCTION	75	100

Faculty : 1 SCIENCE

Department : 1 ELECTRONIC DATA PROCESSING...*

Qualification : 8021 PETROLEUM,OIL AND LUBRICANT

Subject	Subject Type	Exam Admission Mark	Year Mark Weight	Exam Mark Weight	Number Of Modules To Be Passed	Module Weight	Module Minimum Final Mark
1000000 MICRO COMPUTER		40	60	40	3	50.00	3

Paper Number	Name Of Exam Paper	File Number	Paper Duration	Weight Of Paper	For Paper	Subminimum Group	Exam
0	PAPER 1	`123456788990-	180	100.00	50	123	
1	PAPER 1	`123456788990-	180	100.00	50	123	
2	PAPER1	dffgdh	180	100.00	40	4	

Exam Type	Result		Low Limit Percentage	High Limit Percentage	Active Y/N
N	F	FAIL	0	35	Y
N	F3	FAIL RE-EXAM ALLOWED	40	49	Y
N	P	PASS	50	74	Y
N	PD	PASS WITH DISTINCTION	75	100	Y

Option 11 - Validate Mother Subject Criteria

This program checks the following in respect of Mother subject/module calculation criteria:

1. The Minimum number of Subjects to pass is not greater than the number of Modules linked.
2. The weights of modules add up to 100%.
3. Mother subjects are not linked to exam papers.

The selection criteria for the generation of this report is:

- ***Calendar Year***:: Enter the academic year report is required for.
- ***Faculty Code or ALL:*** Can be run for one faculty or for all faculties

The report is printed by Subject/Module code and includes all active "Mother" subjects/modules.

Date : 20-04-2000 INTEGRATED TERTIARY SOFTWARE Page : 1
Program : im4rpt.rpt Validation Of Module/Mother Criteria For Calculation
Calendar Year : 2000
Faculty Code : all

Mother Subject	Description	Message
DESIGN	DESIGNING	Subject Linked To Exam Papers
		Minimum Number Of Subjects To Pass Less Than Number Of Modules Linked
		Weights Of Modules Do Not Add Up To 100%
ELM1	ELMARI MOTHER 1	Subject Linked To Exam Papers
		Minimum Number Of Subjects To Pass Less Than Number Of Modules Linked
		Weights Of Modules Do Not Add Up To 100%
ELM2	ELMARI MOTHER 2	Subject Linked To Exam Papers
		Minimum Number Of Subjects To Pass Less Than Number Of Modules Linked
		Weights Of Modules Do Not Add Up To 100%
FHYG.IV	FOOD HYGIENE IV	Subject Linked To Exam Papers
MOEDER1	MOTHER SUBJECT FOR BCLOTH SUBJECTS	Subject Linked To Exam Papers
		Minimum Number Of Subjects To Pass Less Than Number Of Modules Linked
		Weights Of Modules Do Not Add Up To 100%
NUT 100	NUTRITION	Subject Linked To Exam Papers
		Minimum Number Of Subjects To Pass Less Than Number Of Modules Linked
		Weights Of Modules Do Not Add Up To 100%
PATCON2	PATTERN CONSTRUCTION 2	Subject Linked To Exam Papers
PRACTEX	PRACTICAL TEXTILE DESIGN	Subject Linked To Exam Papers
		Minimum Number Of Subjects To Pass Less Than Number Of Modules Linked
RESMETH	MET 95	Subject Linked To Exam Papers
		Weights Of Modules Do Not Add Up To 100%

Option 21 - Print Examination Codes

This report details all Examination Codes set up using Option {SCODE-8}. No selection criteria is required to generate the report.

25-MAY-2000 14:17:30 page 1

INTEGRATED TERTIARY SOFTWARE
List Of Examination Codes
(Program : i7Lrpt.sql)

Exam Code	Examination Description
D	ITS
E	EXTERNAL
I	INTERNAL*
M	IMM

********** End Of Report **********

Option 22 - Print Result Codes

Option 22 prints a report of valid Result Codes based on the user selection entered. The options in terms of user selection are:

- ***Include Inactive Codes (Y/N):*** Enter either Y for yes to include Inactive Codes , or N for No to exclude Inactive Codes;
- ***Sort per (C)ode or (D)escription:*** Enter C to sort the report by Result Code, or D to sort by Result Description.

Sample Report

02-JUN-2000 09:36:20 page 1

INTEGRATED TERTIARY SOFTWARE
List Of Result Codes
Include Inactive (Y/N): y
Ordering: c
(Program : i7Grpt.sql)

Result Code	Result Description	Alternate Description	Exam Type	Active Y/N	Recalc	Grade Use for Qual Point Awarded Y/N	(P)ass (F)ail
F	FAIL	FAIL	R	Y	Y	N	F
F0	DEFERRED	DEFERRED	R	Y	Y	N	F
F1	FAIL: NO AUTUMN REPEAT ALLOWED .			Y	Y	N	F
F2	FAIL: REPEAT EXAM ALLOWED.		R	Y	Y	N	F
FI	CERTIFIED ILLNESS .		R	Y	Y	N	F
FK	ASSIGNMENT RESULT ONLY DISTANCE EDUCATION			Y	Y	N	F
FL	FAIL:LABORATORY PASS ONLY .		R	Y	Y		F
FP	PENDING .			Y	Y	N	F
FQ	FAILED AN EXAMINATION ELEMENT .		R	Y	Y	N	F
FR	FAIL SUBMINIMUM .			Y	Y		F
PC	PASS WITH CREDIT	CREDIT		Y	Y	Y	P
PD	PASS WITH DISTINCTION	DISTINCTION		Y	Y	Y	P
PE	EXEMPTION .			Y	Y	N	P
PP	EGISTERED FOR ATTENDANCE ONLY .			Y	Y	N	P

Option 23 - Print Valid Academic Blocks

This report details all valid academic block codes set up for DCU using {SCODE2/Option 1}. No selection criteria is required to generate the report. This Sort Order defined for the block code determines the sequence in which subject registrations will be printed on academic records.

Sample report

25-MAY-2000 15:02:29 page 1

INTEGRATED TERTIARY SOFTWARE
List Of Valid Academic Block Codes
(Program : i7Prpt.sql)

Block Code	Academic Block Name/Desc	Academic Block Alternate Name	Exam Only	Sort Order
0	YEAR LONG	.	N	11
1	SEMESTER 1 (SEP-JAN)	.	N	5
2	SEMESTER 2 (FEB-MAY)	.	N	10
4	APRIL EXAMINATIONS	.	N	2
7	SUMMER SEMESTER	.	N	55
8	REPEAT EXAM (AUG-SEP)	.	Y	15
F	FEB-NOV BLOCK	DISTANCE EDUCATION	N	40
F1	JANUARY EXAM (NDEC)	.	N	81

Option 24 - Print Exam Types And Blocks

The report generated using this option details all valid examination types and the academic block codes defined for each type using {SCODE2/Option 2, Block 3}.

Sample Report

03-MAY-2002 12:02:43 page 1

DUBLIN CITY UNIVERSITY
List Of Valid Exam Types And Blocks
(Program : i7Qrpt.sql)

Exam Type	Exam Type	Block Code	Academic Block Name/Desc	Exam Only	Exam Month	Exam/ Attend	Exam/Attend/Both	Cal Year	Seq
A	ATTENDANCE ONLY(NO ASSESSMENT)	0	YEAR LONG	N		A	ATTEND ONLY	2002	1
A	ATTENDANCE ONLY(NO ASSESSMENT)	2	SEMESTER 2 (FEB-MAY)	N		A	ATTEND ONLY	2002	
B	REPEAT - ATTENDANCE & EXAMS	0	YEAR LONG	N	5	B	BOTH	2002	1
B	REPEAT - ATTENDANCE & EXAMS	1	SEMESTER 1 (SEP-JAN)	N	1	B	BOTH	2002	1
B	REPEAT - ATTENDANCE & EXAMS	2	SEMESTER 2 (FEB-MAY)	N	5	B	BOTH	2002	1
C	CONTINUOUS ASSESSMENT ONLY	0	YEAR LONG	N	5	B	BOTH	2002	1
C	CONTINUOUS ASSESSMENT ONLY	1	SEMESTER 1 (SEP-JAN)	N	1	B	BOTH	2002	1
D	DEFERRED - EXAMINATIONS ONLY	0	YEAR LONG	N	5	E	EXAM ONLY	2002	1
D	DEFERRED - EXAMINATIONS ONLY	2	SEMESTER 2 (FEB-MAY)	N	5	E	EXAM ONLY	2002	1
E	EXAMINATION ONLY (REPEAT)	0	YEAR LONG	N	5	E	EXAM ONLY	2002	1
E	EXAMINATION ONLY (REPEAT)	2	SEMESTER 2 (FEB-MAY)	N	5	E	EXAM ONLY	2002	1
F	DEFERRED - ATTENDANCE+EXAMS	0	YEAR LONG	N	5	B	BOTH	2002	1
G	RETAKING MODULE ONLY (NDEC)	1	SEMESTER 1 (SEP-JAN)	N	1	B	BOTH	2002	1
H	NORMAL ATTENDANCE (NDEC)	F1	JANUARY EXAM (NDEC)	N	1	B	BOTH	2001	1
I	EXAMINATION ONLY (NDEC)	1	SEMESTER 1 (SEP-JAN)	N	1	B	BOTH	2002	1
N	NORMAL EXAM	F	FEB-NOV BLOCK	N	5	B	BOTH	2001	1
N	NORMAL EXAM	Y	YEAR LONG (NURSES)	N	5	B	BOTH	2 002	1
P	RESEARCH					A	ATTEND ONLY		
R	AUGUST REPEAT	8	REPEAT EXAM (AUG-SEP)	Y	8	B	BOTH	2001	1

Option 25 - Log Files

Option 25 takes the user to a lower level Menu: SMNTL that allows the printing of Logfiles covering different aspect of the Student Record processing and maintenance. **See Page xx to xx.**

Option 26 - Print Students Enrolled/Subject

The Student/Enrolled/Subject reports details the number of students registered for a particular module examination. To generate the report the user will be prompted for the following selection criteria:

- ***Calendar Year:*** The academic year for which the report is required;
- ***Exam Month:*** The exam month for which the report is required, e.g. 1 for Semester 1 examinations, or 8 for Repeat examinations;
- ***Exam Code or All***: The exam code for which the report is required. In most cases this will be the same as Exam Month, therefore the default ALL should be used. Currently the only exception to this is Year Long modules which have an Exam Code of 0, and an Exam Month of 5.
- ***Sort by Offering Type or Exam Group:*** The user can opt to sort the report by Offering Type or by Exam Group.

The reports excludes student who have cancelled a module, have an exemption or are registered as 'Attendance Only'.

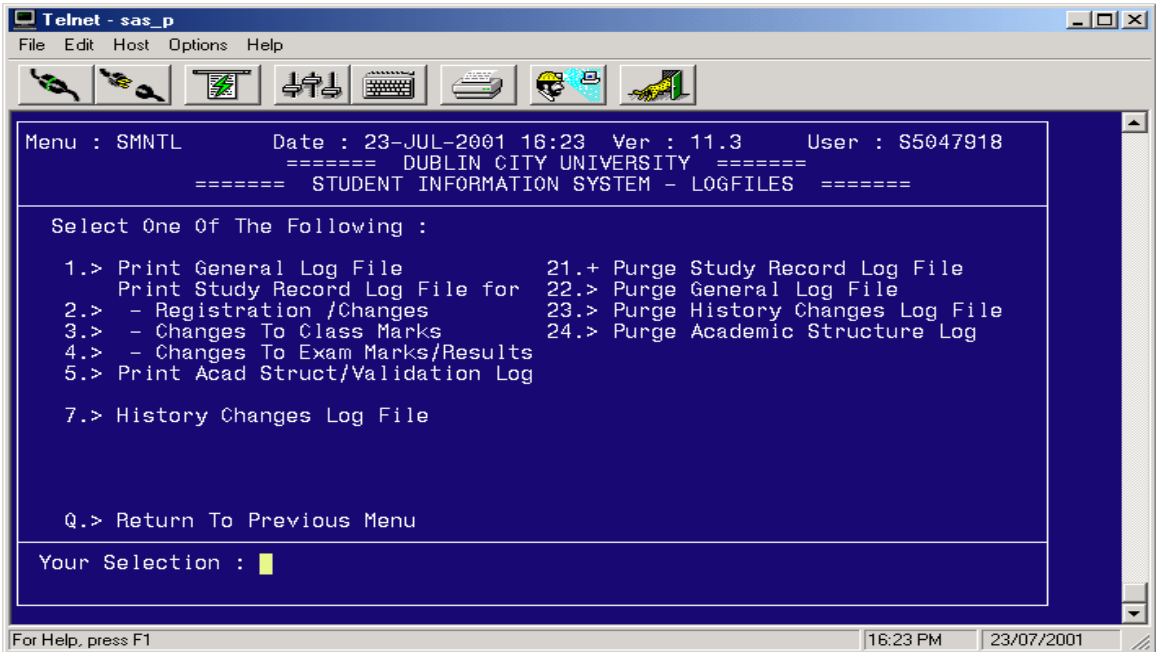
05-MAR-2002 08:53:01 page 1

INTEGRATED TERTIARY SOFTWARE
Students Enrolled For Exam
For Calendar Year: 1999 Examination Month: 11
Exam Code: 11
Sort Order o
(Program : i57rpt.sql)

Exam Code	Subject Name	Subject	OTP/ EGRP	Paper Number	Paper Name	Pref Lang	Students Enrolled	Day Number	Exam Date	Session Number
11	ACCOUNTING 10	ACC101	01	1	PAPER 1	A	4	192	25-MAR-1999	2
	ACCOUNTING 102	ACC102	01	1	PAPER 1	A	4	500	26-MAR-1999	1

**** End Of Report ****

Section 5 – Menu: SMNTL - Logfiles


Telnet - sas_p
File Edit Host Options Help
Menu : SMNTL Date : 23-JUL-2001 16:23 Ver : 11.3 User : S5047918
DUBLIN CITY UNIVERSITY
STUDENT INFORMATION SYSTEM - LOGFILES
Select One Of The Following :
1.> Print General Log File
Print Study Record Log File for
2.> - Registration /Changes
3.> - Changes To Class Marks
4.> - Changes To Exam Marks/Results
5.> Print Acad Struct/Validation Log
7.> History Changes Log File
Q.> Return To Previous Menu
21.+ Purge Study Record Log File
22.> Purge General Log File
23.> Purge History Changes Log File
24.> Purge Academic Structure Log
Your Selection :
For Help, press F1
16:23 PM
23/07/2001

Option 1 - Print General Log File

The following categories of information are available (user selection is indicated in each case):

1. All Changes per Student

The selection criteria for this report is:

- ***Student Number:*** The Student Number for which the report is required.
- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All:*** The report can be run for a particular user or for all users.

The report includes the Program ID for the program used to make the change, and will include all programs on the system which allow student details to be amended.

2. Biographical Detail

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- Last Student Number

- ***Sort order: (S)tudent number, (D)ate or (U)ser*: *:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
21	{SALUM-2}, {SCAOM-4}, {SREGB-1}
23	{SNAPP-2}, {FSAM-4}, {SREGB-6}
42	{SCOUR-2}
43	{SREGB-4}
66	{SEXAM-3}

3. Matric Subjects

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
16	{SALUM-2}, {SCAOM-4}, {SREGB-1}
22	{SNAPP-2}, {FSAM-4}

Paper marks via {SSTUDM-2}

3.1. Paper Marks

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
45	{SSTUDM-1}, {SSTUDM-2}

60	{TASKS1-7}

3.2. Examination Query

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
44	{SSTUDQ-2}

3.3. Application For Re-mark

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
50	{SSTUDQ-3}

4. System Cycles

The selection criteria for this report is:

- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
12	{CAOMN-1}, {SMNT-2}
13	{CAOMN-1}, {SMNT-2}
91	{SCAOM-1}, {SNAPP-1}
92	{SDREG-1},{ SREG-1}
93	{SDSTUD-1}, {SSTUDY-1}
94	{STIME-1}
95	{SEXAM-1}
96	{SDSERC-1}

5. Application

5.1. Cancel Applicants

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
30	{FBLO1-1}, {SCAOM-5}, {SCAOM-6}, {SNAPPA-1}, {SNAPPA-3}, {SNAPPM-6}

5.2. Uncancel Applicants

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
7	{FBLO1-1}, {SCAOM-5}, {SCAOM-6}, {SNAPPA-1}, {SNAPPA-3}, {SNAPPM-6}

5.3. Cancel & Uncancel Applicants

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
7	{FBLO1-1}, {SCAOM-5}, {SCAOM-6}, {SNAPPA-1}, {SNAPPA-3}, {SNAPPM-6}
30	{FBLO1-1}, {SCAOM-5}, {SCAOM-6}, {SNAPPA-1}, {SNAPPA-3}, {SNAPPM-6}

5.4. Academic Application changes

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
61	{FBLO1-1}, {SCAOM-5}, {SCAOM-6}, {SNAPPA-1}, {SNAPPA-3}, {SNAPPM-6}
65	{SCAO2-1}, {SNAPPM-4}

5.5. Residence Application changes

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***

- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
26	{SNAPPA-2}, {SNAPPA-4}, {SNAPPA-1}, {SNAPPA-3}

5.6. Cancel Residence Application

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
11	{SNAPPA-2}, {SNAPPA-4}

5.7. CAO Application Changes

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
62	{SCAO2-1}, {SNAPPM-4}

5.8. CAO Matric Subject Changes

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
67	{SCAO2-1}, {SNAPPM-4}

5.9 All of the Above

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the programs referenced in 5.1 to 5.8.

6. Qualifications

6.1.Cancel Qualifications

The selection criteria for this report is:

- ***Supply Cancellation Reason (A1) or ALL***: If the report is required for a particular cancellation reason enter the appropriate code e.g. A - Administrative Error (as defined on {SCODE – Option 25}) or enter ALL for all cancellation reasons;
- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
29	{SCOUR-4}, {SDREGC-3}, {SREGC-3}
35	{SDREGC-1}, {SREGC-1}

6.2. Uncancel Qualifications

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
8	{SCOUR-4}, {SDREGC-3}, {SREGC-3}

6.3. Cancel & Uncancel Qualifications

The selection criteria for this report is:

- ***Supply Cancellation Reason (A1) or ALL***: If the report is required for a particular cancellation reason enter the appropriate code e.g. A - Administrative Error (as defined on {SCODE – Option 25}) or enter ALL for all cancellation reasons;
- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report includes changes made by the programs listed in 3.6.1 and 3.6.2.

6.4. Qualification changes

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***

- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
17	{SDREGC-1}, {SREGC-1}
37	{SSTUD4-21}
51	{SSTUD7-2}
73	{SDREGC-5}, {SREGC-5}
75	{SDREGC-7}, {SREGC-9}
76	{SDREGC-7}, {SREGC-9}

6.5. Deletions

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
32	{SREGAR-1}, {SDREGA-1}, {SCOUR-3}, {SCOUR-5}
47	{SREGAR-1}, {SDREGA-1}

6.6.Qualifications Awarded/Annual Results

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
51	{SSTUD7-2}
52	{SSTUD7-2}
65	{SCAO2-1}, {SNAPPM-4}

79	{SSTUD7-2}

6.7. New Qualification Registration

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
47	{SREGAR-1}, {SDREGA-1}

6.8.All of the Above

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the programs referenced in Section 6.1 to 6.7

7. Subjects

7.1. Cancel Subjects

The selection criteria for this report is:

- ***Supply Cancellation Reason (A1) or ALL***: If the report is required for a particular cancellation reason enter the appropriate code e.g. A - Administrative Error (as defined on {SCODE – Option 25}) or enter ALL for all cancellation reasons;
- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***

- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
29	{SCOUR-4}, {SDREGC-3}, {SREGC-3}
34	{SDREGC-4}, {SREGC-4}, {COOP-10}
36	{SDREGC-1}, {SREGC-1}

7.2. Uncancel Subjects

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
8	{SCOUR-4}, {SDREGC-3}, {SREGC-3}
18	{SDREGC-4}, {SREGC-4}, {COOP-10}
80	{SNAPPM-2}

7.3. Cancel & Uncancel Subjects

The selection criteria for this report is:

- ***Supply Cancellation Reason (A1) or ALL***: If the report is required for a particular cancellation reason enter the appropriate code e.g. A - Administrative Error (as defined on {SCODE – Option 25}) or enter ALL for all cancellation reasons;
- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option

8	{SCOUR-4}, {SDREGC-3}, {SREGC-3}
29	{SCOUR-4}, {SDREGC-3}, {SREGC-3}
34	{SDREGC-4}, {SREGC-4}, {COOP-10}
36	{SDREGC-1}, {SREGC-1}
80	{SNAPPM-2}

7.4. Subject Changes - All

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the programs:

Program ID	Menu & Option
15	{SDREGC-6}, {SREGC-7}
19	{SDREGC-1}, {SREGC-1}
8	{SDREGC-6}, {SREGC-7}
39	{SDREGC-6}, {SREGC-7}
41	{SDREGA-3}, {SREGAR-3}

7.5. Subject Changes - Exemption

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
41	{SDREGA-3}, {SREGAR-3}

7.6. Subject Changes - Exam Type

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***

- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
39	{SDREGC-6}, {SREGC-7}

7.7.Subject Changes - Offering Type

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
38	{SDREGC-6}, {SREGC-7}

7.8. Subject Changes - Block Code/Exam Month

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
15	{SDREGC-6}, {SREGC-7}
19	{SDREGC-1}, {SREGC-1}
58	{SSTUD4-22}

7.9.Deletions

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
33	{SREGAR-1}, {SCOUR-3}, {SCOUR-5}
46	{SDREGA-2}, {SREGAR-2}
48	{SDREGA-3}, {SREGAR-3}
49	{SDREGA-1}

7.10. All of the Above

The selection criteria for this report is:

- ***Supply Cancellation Reason (A1) or ALL***: If the report is required for a particular cancellation reason enter the appropriate code e.g. A - Administrative Error (as defined on {SCODE – Option 25}) or enter ALL for all cancellation reasons;
- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report includes changes made by all of the programs referenced in Sections 7.1 to 7.9.

8. Financial Detail

8.1. Fee Base Values

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
1	{FSAM-1}

8.2.Qualification Events Fee Values

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
2	{FSAM-1} Event 05, {FSAM-22} Event 05, {FSAM-27}
68	{FSAM1-1}

8.3.Subjects/Lab Events Fee Values

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
3	{FSAM-1} Event 07&17, {FSAM-22} Event 07&17, {FSAM-27}
68	{FSAM1-1}

8.4. Curriculum Account Types – Not Used

8.5. Residence Fee Values

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
4	{FSAM-1} Event 13&32, {FSAM-22} Event 13&32

8.6. Residence Room Fee Values

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
5	{FSAM-1} Venue info

8.7. Cancellation Credits

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
6	{FSAM-1}

8.8. Other Events Fee Values

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
54	{FSAM-1}Other events {FSAM-22} Other events
99	{FSAO-24}

8.9.All of Above

The selection criteria for this report is:

- ***Sort order: (D)ate or (U)ser:*** The report can be sorted by Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report includes changes made by all the programs referenced in Sections 8.1 to 8.8.

9. Financial Detail (continued)

9.1. Student Letter Status

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
14	{FSCM-2}

9.2. Financial Status Codes

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
87	{FSAO-4}

9.3. Maintain Agreement Effective Date

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
24	{FSAO-4}

9.4. Bursary Administration

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option

25	{FSAO1-6}

9.5.Commission E/D Codes

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
53	{FSAC-4}

9.6. Royalty Ranges

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
56	{FSAC-6}

9.7. Institute Fees

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
59	{FSAC-8}

9.8. Interest Rate Changes

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
88	{FSAC-9}

9.9.Payment Agreement changes

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
89	{FSAM-24}

9.10. All of Above

The selection criteria for this report is:

- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
14	{FSCM-2}
24	{FSAO-4}
25	{FSAO1-6}
53	{FSAC-4}
56	{FSAC-6}
59	{FSAC-8}
88	{FSAC-9}
89	{FSAM-24}

10. Timetable Detail – Not used in DCU

11. Hostel Movements – Not used in DCU

12. Student Status Codes

The selection criteria for this report is:

- ***First Student Number or ALL***: The report can be run for one student, a range of students or all students. For a single student the first and last numbers will be the same.
- ***Last Student Number***
- ***Sort order: (S)tudent number, (D)ate or (U)ser:*** The report can be sorted by Student Number, if run for a number of students, Change Date or by the ID of the user making the change.
- ***Start date***
- ***End Date***
- ***User Name or All***

This report include changes made by the following programs:

Program ID	Menu & Option
81	{SREGL-5}
82	{SREGL-2}

NOTE: When interpreting the sample reports that follow, assume that all records with the same date, time and username were created with a single <COMMIT>. Such a group could

contain "DEL" records for deletes. "NEW" records without corresponding "OLD" records would indicate
the insert of a new record. An "OLD" record followed by a "NEW" would indicate the updating of an existing record. The meanings of the codes are explained in the report heading.

General Log File: All Changes for a Student {SMNTL-1}

```
28-JUN-2000 11:30:31                INTEGRATED TERTIARY SOFTWARE                    Page:  1
i81ccc.pc                  Audit Trail Of Events Between 01-jan-2000 And 31-dec-2000
                                              User ALL
                          For Student Numbers Between 200100310 And 200100310
                          Order By (S)tudent Number, (D)ate Or (U)ser : d
                          For Event : 0 All Changes For a Student


9S  = Std.9 Symbol AAMT = Amount Payable ACC = Currency Code ACO = Account Code ACT = Action Code ADI = Down
Pay/Instal  ADT = Agreement Date  ADJ = Adjusted Mark   AGC = Agent Code      AGN = Agreement Name  AGR =
Agreement Code  AIR = Agreement I.R. AM  = Amt Applied For AMA = Amt Awarded     AP  = Appointmnt Type AT  =
Attendance Ind. ATP = Account Type    AYD = Da(y) or (D)ate AYR = Agreement Year  A%D = Perc of Deb.    BF  =
B/Forward Date  BL  = Block Code      BR  = Bursary Code    BU  = Building Code CC  = Cost Centre     CD  = Cancel Date
CF  = Cancel Form     CFW = Classfee Weight CG  = Class Group     CGT = Class Grp Type CH  = Choice          CL  = Clash
Number    CO  = Commisssion Cd

CN  = Certificate No  CR  = Cancel Reason   CRG = Cr Trans Gen CTC = Cr Trans Code   CTD = Contract Date   CTE = Cash
or Terms   CT  = Ceremony Time   CUR = Currency Code   D1  = Desc. 1 D2  = Desc. 2         DA  = Default Amount  DC  =
Day Code        DD  = Decision Date   DI  = Discount        DP  = Department Code  DY  = Days/Dates      EC  = Exemption Code
ED  = End Date        EE  = E/D Code        EF  = Agr.Eff.Date    EM  = Exam Month EN  = Exam Number     ET  = Exam Type
ETD = Exam Term Date  EU  = Earning/Deduct  EV  = Event           EVT = Event Type EX  = Exemption       EY  = End Days
EYR = End Year

FL  = Floor Number    FN  = Final Year      FT  = FTEN Status GEN = Gen. Trans.     HA  = High Amount     ICD = Interest
Code   ID  = Identity Number IDS = Interest Desc.  IDR = Interest Rate ICU =Interest Current IN  = Interval         IS  = Institute
Cde   I30 = Interest 30Days I60 = Interest 60Days I90 = Interest 90Days I120=Interest 120Days JS  = June Symbol     LA  = Low
Amount      LC  = Letter Code     LD  = Lab Deposit     LN  = Lecturer Number  LT  = Liability Type  MS  = Matric Symbol
MD  = Matric Date     MDP = Min.Down Paymnt MG  = Matric Grade    MK  = Mark  NO  = Paper Number    OT  = Offering
Type   PC  = Percentage      PD  = % Downpayment   PG  = Post/Undergrad  PI  = Printer   PL  = Preferred Lang  PN  = Paper
Number    PO  = % Contract      PP  = Personal/Post   PR  = Primary Ind.    PS  = Period of Study

PT  = % Installment   QU  = Qualification   QN  = Qual Number     RD  = Rounding Fact.  RE  = Regis. Date     RM  = Room
Number
RS  = Result Code     RN  = Run Number      RV  = Monetory Value  RY  = Royalty Code    SA  = No. of Places   SB  = Subject
Code
SC  = Status Code     SD  = Start Date      SE  = Sequence Number SI  = Sapse Indicator SL  = Salary Level    SN  = Subject
Number
SP  = Suppress        ST  = Admission Stat  STD = Service Term Dt STN = Student Number  STY = Student Type    SU  =
Surname
SY  = Start Days      TC  = Trans Code      TP  = Type            XC  = Exclusion Code  XD  = Transact. Date  XYR = Exam Year
YR  = Regi/Start Year

User          Student                 Date And Time               Status Program

BEA           200100310               06-JUN-2000 15:49:28        OLD      51
        YR=2000 EYR=2002 QU=100A-1 BL=0 OT=01 QN=1 PR=N MK=0 RS=F
              200100310               06-JUN-2000 15:49:28        NEW      51
        YR=2000 EYR=2002 QU=100A-1 BL=0 OT=01 QN=1 PR=N MK=0 RS=P

MEL           200100310               06-JUN-2000 21:46:09        OLD      66
        EN=
              200100310               06-JUN-2000 21:46:09        NEW      66
        EN=162

BEA           200100310               08-JUN-2000 14:03:34        INSERT   61
        YR=2001 BL=0 QU=100A-1 OT=01 PS=1 CH=1 ST=Y
              200100310               18-MAY-2000 15:03:01        INSERT   47
        YR=2000 EYR=2002 QU=100B-1 BL=0 OT=01 PS=1 QN=3 PR=Y PP= CTD=
              200100310               18-MAY-2000 15:12:52        DELETE   32
        YR=2000 EYR=2002 QU=100B-1 BL=0 OT=01 PS=1 QN=3 PR=Y

Number of Records printed : 7

                          *** End Of Report ***
```

Option 2 - Study Record Log File of Registration / Changes {SMNTL-2}

To generate this log the user must respond to the following prompts

- ***Enter Student Number (N9) or 'ALL':*** Enter the student number the log is required for, or enter ALL to generate a log in respect of all students.
- ***Enter Start Date (DD-MON-YYYY):*** Enter the start date for the log as follows: 01-Jan-2002
- ***Enter End Date (DD-MON-YYYY):*** Enter the end date for the log. The log, when generated included transaction on the start and end dates.
- ***Enter User Id (A10) or 'ALL'*** If the log is required in respect of a particular user the user ID should be entered here, else enter ALL to generate a log in respect of all users.
- ***Order By (S)tudent Number or (D)ate (A1***) The log can be sorted by Student Number or by Date. The user specifies here which order is required. If date is specified the log is ordered by date and within that by user ID. If student number is specified the log is ordered by student number then by date and time.

NOTE: In respect of each change of marks two records are written away, one recording the situation before the change, and the other recording the situation after the change.

28-JUN-2000 11:39:10 page 1

INTEGRATED TERTIARY SOFTWARE
Study Record Log File Dump
Between 01-jan-2000 And 31-dec-2000
For Student: 200100310 And User: all
Order Sequence: d
(Program : i82rpt.sql)

AttCancel Date.Time	Image User	Student Status	Number	Cal Year	Exam Year	Subject Code	Off Code	Qualif Code.	Subject Number	Qualif Number	Sapse Y/N	Cl Grp	Exempt Grant	Only Date
18-MAY-2000 150349	BEA	INS	200100310	2000	2000	MATH101	01	100B-1	1	3	Y	A	N	N
31-MAY-2000 151252	BEA	INS	200100310	2000	2000	COMMH	01	BAHOM1	1	4	Y	A	N	N
28-JUN-2000 094125	MEL	INS	200100310	2000	2002	COBOL 2	01	CPP	1	5	Y	A	N	N
28-JUN-2000 094126	MEL	INS	200100310	2000	2002	PROG101	01	CPP	1	5	Y	A	N	N

Cancel Form	Half Per	Full Per	Exm Adm	Exm Mrk	Fin Mrk	Exm Res	Att Fact

********** End Of Report **********

Option 3 - Study Record Log File for Changes to Class Marks {SMNTL-3}

To generate this log the user must respond to the following prompts

- ***Enter Student Number (N9) or 'ALL':*** Enter the student number the log is required for, or enter ALL to generate a log in respect of all students.
- ***Enter Start Date (DD-MON-YYYY):*** Enter the start date for the log as follows: 01-Jan-2002
- ***Enter End Date (DD-MON-YYYY):*** Enter the end date for the log. The log, when generated included transaction on the start and end dates.
- ***Enter User Id (A10) or 'ALL'*** If the log is required in respect of a particular user the user ID should be entered here, else enter ALL to generate a log in respect of all users.
- ***Order By (S)tudent Number or (D)ate (A1***) The log can be sorted by Student Number or by Date. The user specifies here which order is required. If date is specified the log is ordered by date and within that by user ID. If student number is specified the log is ordered by student number then by date and time.

NOTE: In respect of each change of marks two records are written away, one recording the situation before the change, and the other recording the situation after the change.

28-JUN-2000 11:41:55 page 1

INTEGRATED TERTIARY SOFTWARE

Study Record Log File Dump - Changes To Class Marks

Between 01-jan-2000 And 31-dec-2000

For Student: all And User: all

Order Sequence: d

(Program : i83rpt.sql)

Image Status	Student Number	Cal Year	Exam Year	Subject Code	Block Code	Exempt Grant	Attend Only	Class Group	Mrk 1	Mrk 2	Mrk 3	Mrk 4	Mrk 5	Mrk 6	Mrk 7	Mrk 8	Mrk 9	Mrk 10	User	Date.Time
OLD	200000107	1999	1999	GEOGED1	2	N	N	A	56											13-APR-00 171115
NEW	200000107	1999	1999	GEOGED1	2	N	N	A	57										J	13-APR-00 171115
OLD	123456999	2000	2000	GMAN1	0	N	N	A												17-APR-00 160156
NEW	123456999	2000	2000	GMAN1	0	N	N	A	1										MEL	17-APR-00 160156
NEW	200100399	2000	2000	FMAN1	0	N	N	A	65	45	76								J	22-JUN-00 181024
NEW	200100399	2000	2000	SMAN1	0	N	N	A	70	68	75	56							J	22-JUN-00 181024

6 rows selected.

Option 4 - Study Record Log File for Changes to Exam Marks / Results {SMNTL-4}

To generate this log the user must respond to the following prompts

- ***Enter Student Number (N9) or 'ALL':*** Enter the student number the log is required for, or enter ALL to generate a log in respect of all students.
- ***Enter Start Date (DD-MON-YYYY):*** Enter the start date for the log as follows: 01-Jan-2002
- ***Enter End Date (DD-MON-YYYY):*** Enter the end date for the log. The log, when generated included transaction on the start and end dates.
- ***Enter User Id (A10) or 'ALL'*** If the log is required in respect of a particular user the user ID should be entered here, else enter ALL to generate a log in respect of all users.
- ***Order By (S)tudent Number or (D)ate (A1***) The log can be sorted by Student Number or by Date. The user specifies here which order is required. If date is specified the log is ordered by date and within that by user ID. If student number is specified the log is ordered by student number then by date and time.

NOTE: Records without a Username were either inserts at registration time or updates activated by the calculation programmes on the system.

28-JUN-2000 12:08:35 page 1

INTEGRATED TERTIARY SOFTWARE
Study Record Log File Dump - Changes To Examination Marks
Between 01-jan-2000 And 31-dec-2000
For Student: 200100310 And User: all
Order Sequence: d
(Program : i84rpt.sql)

Image Prog Status	Student Number	Cal Year	Exam Year	Block Code	Subject Code	Exempt Grant	Att Only	Cl Grp	Half Per	Full Per	Exm Mrk	Fin Mrk	Exm Res	Att Adm	Fact	User	Date.Time Updt
NEW	200100310	2000	2000	0	ACC101	N	N	A		0		FS	N			MEL	25-APR-2000 132846 2
OLD	200100310	2000	2000	0	ACC101	N	N	A		0		FS	N			MEL	25-APR-2000 140233 2
NEW	200100310	2000	2000	0	ACC101	N	N	A		0	1000	1000	P	N		MEL	25-APR-2000 140233 2
OLD	200100310	2000	2000		ACC101					0						MEL	25-APR-2000 150837 6
NEW	200100310	2000	2000		ACC101						55					MEL	25-APR-2000 150837 6
OLD	200100310	2000	2000	0	ACC101	N	N	A			55	88	FX	Y		MEL	15-MAY-2000 110100 43
NEW	200100310	2000	2000	0	ACC101	N	N	A			55	88	FX	Y		MEL	15-MAY-2000 110100 43
OLD	200100310	2000	2000	0	KLED11	N	N	A			0	66	FA	N		MEL	15-MAY-2000 110100 43
NEW	200100310	2000	2000	0	KLED11	N	N	A			0	66	FA	N		MEL	15-MAY-2000 110100 43
OLD	200100310	2000	2000	0	KLED11	N	N	A			0	66	FA	N		MEL	15-MAY-2000 110100 43
OLD	200100310	2000	2000	0	BIO 100	N	N	A			0	66	FA	N		MEL	15-MAY-2000 110100 43

| | | |

Please Supply Request Number (N5) : If this request is dependent on another request previously run by the user the request number should be entered here.

The system then re-displays the prompts, and the answer entered by the user, and prompts for confirmation that the parameters are correct:

Prompt	***Parameters For i85rpt.rpt***	***Answer***
30	***Enter (A / V / C Or R) [A]***	
40	***Enter Start Date [08-MAY-2002]***	
50	***Enter End Date [08-MAY-2002]***	
60	***User Id Or ALL [ALL]***	
80	***Enter The Calendar Year or ALL []***	
90	***Print (F)ormal/(N)on-Formal Academic Structure [F]***	
110	***Program Number (1-13) or ALL [ALL]***	
130	***Sort Order (U)ser, (D)ate [U]***	

Are The Parameters Correct (Y/N/X = exit) [Y] :

The system then allocates a Request ID:

Your Request Number Is : 448

For Queue : I1

Sample Report

28-JUN-2000 INTEGRATED TERTIARY SOFTWARE
Page: 1
Program : i85rpt.rpt Log File Detail Of Academic Structure
For Calendar Year : 2000
Between 01-jan-2000 And 28-JUN-2000
Sort Order : D For User : ALL
Formal/Non-Formal Structure : F
Academic Structure/Validation Control : A Programs : ALL

Program 1 : ID=Approved Id; TP=Qual Type; PT=Prep Time; ET=Exp Time; FT=Formal Time; QW=Qual Weight; RA=Ratio;
FM=(Non)Formal;
Program 2, 30 : QU=Qual; WRS=WRS Table; ST=Ext Stats; DP=Dept; FC=Faculty; ID=Approved Id; MT=Multirow; 102=Row 102;
212=Row 212;
Program 3, 31 : QU=Qual; OT=Offer Type; ACT=Active; SD=Start Date; ED=End date;
Program 4 : QU=Qual; MA=Major Area;
Program 5, 32 : QU=Qual; BC=Block Code; OT=Offer Type;
Program 6, 33 : SB=Subject; EX=Exp Subj; TP=Subj Type; DP=Dept; FC=Faculty; EC=Exam Type; IS=In Service; LG=Pref Lang; SBI=Involved Subj; RD=Rev Date; CR=Credit; DS=Distinct; ST=Ext Stats; LV=Subj Level; 102=Row 102; 103=Row 103;
209=Row 209; 212=Row 21 ;
Program 7, 34 : SB=Subject; OT=Offer Type; QT=Quota; CP=Classperiods; LP=Lab Periods; TP=Tutor Periods; SP=Seminar Periods; IL=Indep Periods;
Program 8, 35 : SB=Subject; OT=Offer Type; CG=Class Group; LC=Lecturer; PR=Primary Lect;
Program 9, 36 : SB=Subject; BC=Block Code; OT=Offer Type;
Program 10 : TP=Prereq Type; SB=Subject; SBI=Involved Subj; QU=Qual;
Program 11, 37 : QU=Qual; SB=Subject; TP=Subj Type; CM=Compulsary; MY=Main Subj; CR=Credit; ACT=Active; SD=Start
Date; ED=End Date; PS=Per of Study; QT=Quota; OT=Offer Type; AT=Account Type;
Program 12 : QU=Qual; PS=Per of Study; QT=Quota; OT=Offer Type;
Program 13 : TP=Prereq Type; QU=Qual; QUI=Involved Qual; IT=Involved Type;

User	Date	Status	Year	Program
J	03-APR-2000 17:29:19	INS	2000	7
	SB=BESTV-1 OT=02 QT= CP=0 LP=0 TP=0 SP=0 IL=0			
J	03-APR-2000 17:29:29	INS	2000	7
	SB=VOEDK-1 OT=02 QT= CP=0 LP=0 TP=0 SP=0 IL=0			
J	03-APR-2000 17:29:37	INS	2000	7
	SB=VOEDT-1 OT=02 QT= CP=0 LP=0 TP=0 SP=0 IL=0			
J	03-APR-2000 17:30:05	INS	2000	9
	SB=BESTV-1 BC=0 OT=02			
J	03-APR-2000 17:30:12	INS	2000	9

```
                SB=VOEDK-1 BC=0 OT=02
J    03-APR-2000 17:30:19          INS      2000     9
                SB=VOEDT-1 BC=0 OT=02

Number Of Records: 6
```

Option 7 - History Changes Log File {SMNTL-7}

To generate this log the user must respond to the following prompts

- ***Enter Student Number (N9) or 'ALL':*** Enter the student number the log is required for, or enter ALL to generate a log in respect of all students.
- ***Enter Start Date (DD-MON-YYYY):*** Enter the start date for the log as follows: 01-Jan-2002
- ***Enter End Date (DD-MON-YYYY):*** Enter the end date for the log. The log, when generated included transaction on the start and end dates.
- ***Enter User Id (A10) or 'ALL'*** If the log is required in respect of a particular user the user ID should be entered here, else enter ALL to generate a log in respect of all users.
- ***Order By (S)tudent Number or (D)ate (A1***) The log can be sorted by Student Number or by Date. The user specifies here which order is required. If date is specified the log is ordered by date and within that by user ID. If student number is specified the log is ordered by student number then by date and time.

Sample Report

```
28-JUN-2000                    INTEGRATED TERTIARY SOFTWARE                    Page: 1
Program : i83rpt.rpt                Log File Detail Of History Detail
                                    For Student Number : 200100310
                                For Calendar Year : 2000 And User : ALL
                                            Sort By : D
                                    Between 01-jan-2000 And 31-dec-2000


Description of Codes:
AT - Attend          BC - Block           CD - Cancel Date     CP - Complete In Time   CR - Cancel Reason
E1 - Exam Month      EM - Exam Mark       ER - Exam Result     ET - Exemption Type     EX - Exemption
EYR - End Year       FM - Final Mark      FT - Ften Status     FY - Final Year         OT - Offering Type
PR - Primary Qual    QL - Qualification   RS - Result          SJ - Subject            SP - Study Period
XYR - Exam Year      YM - Year Mark       YR - Start/Regi Year

User      Date        Time      Status    Changes

BEA     31-MAY-2000 10:51:24   OLD    YR=1999 EYR=1999 BC=0 PR=Y QL=BA HON OT=01 RS= FT=E SP=1 FY=Y
CP= CD= CR= MR= 200100310
BEA     31-MAY-2000 10:51:24   NEW    YR=1999 EYR=1999 BC=V1 PR=Y QL=BA HON OT=01 RS= FT=E SP=1 FY=Y
CP= CD= CR= MR= 200100310
BEA     19-JUN-2000 16:19:25   OLD    QL=100A-1 YR=1999 XYR=1999 SJ=BIO 100 BC=0 OT=01 EX=N ET= AT=N
EM=50 ER=P YM=50 E1=11 FM=50  CD= CR= 200100310
BEA     19-JUN-2000 16:19:25   NEW    QL=100A-1 YR=1999 XYR=1999 SJ=BIO 100 BC=0 OT=01 EX=Y ET= AT=N
EM=50 ER=P YM=50 E1=6  FM=50   CD= CR= 200100310
BEA     24-JUN-2000 22:04:38   INS    YR=1996 EYR=1996 BC=0 PR=Y QL=100A-1 OT=01 RS=AA FT=F SP=1 FY=N
CP=Y CD= CR= MR= 200100310

                        ********* End of report **********
```